

APPROVED
by RSU rector's order No. 5-1/208/2020
of 29 May 2020

**Regulation of Rīga Stradiņš University (hereinafter - RSU)
on preliminary selection of postdoctoral applications**
for the submission of the research application selection round

for

Activity 1.1.1.2 "Post-doctoral Research Aid" of the Specific Aid Objective 1.1.1 "To increase the research and innovative capacity of scientific institutions of Latvia and the ability to attract external financing, investing in human resources and infrastructure" of the Operational Programme "Growth and Employment"

Regulations of the Cabinet of Ministers governing the implementation of the activity of the specific aid objective	Regulations of the Cabinet of Ministers No. 50 of 19 January 2016, "On Implementation of Activity 1.1.1.2 "Post-doctoral Research Aid" of the Specific Aid Objective 1.1.1 "To increase the research and innovative capacity of scientific institutions of Latvia and the ability to attract external financing, investing in human resources and infrastructure" of the Operational Programme "Growth and Employment" (hereinafter - the SAM Cabinet Regulations)
Purpose of preliminary selection of postdoctoral applications	To select postdoctoral researchers in compliance with requirements prescribed by Paragraph 25.1 of the SAM Cabinet Regulations for submission and implementation of research applications in line with The Smart Specialisation Strategy of the Republic of Latvia and RSU Development Strategy of the Research Institution and research programme: https://www.rsu.lv/sites/default/files/documents/RP_ENG.pdf
Financial terms	In conformity with the SAM Cabinet Regulations: The maximum total eligible funding of a research application shall be 111 505 euros. <u>The following costs shall be eligible within the scope of a research application not related to economic activity:</u> <ul style="list-style-type: none"> costs of a postdoctoral researcher (personnel) up to 2,731 euros per month, including State mandatory social insurance contributions and other social guarantees laid down in laws and regulations; costs of one unit according the standard rate specified by Marie Skłodowska-Curie action "Individual Fellowships" of the EU Framework Programme for Research and Innovation "Horizon 2020" – 800 euros

	<p>per month which include costs contained in Subparagraphs of Paragraph 48.2. of the SAM Cabinet Regulations.</p> <p>Costs eligible for <u>a research application related to economic activity</u> shall be specified by Subparagraphs of Paragraph 49 of the SAM Cabinet Regulations</p>	
Specific Conditions	<p>In selection of postdoctoral applications the highest score of the Scientific quality assesment can get the applications focused on the understanding Covid-19 impact and the development of innovative solutions in the following topics:</p> <ul style="list-style-type: none"> • solving public health issues; • development of electronics and information and communication technology solutions, including aimed at health, education, offices, e-government; • innovative solutions for business development and adaptation to the changing circumstances (eg., emergencies, climate change). 	
Type of postdoctoral application selection	an open competitive selection of postdoctoral applications	
Deadline for submission of postdoctoral applications	From 29 May 2020	Till 29 June 2020, 15.00 p.m.

I. Requirements for Postdoctoral Researchers

1. A postdoctoral researcher who, according to Paragraph 2.9 of the SAM Cabinet Regulations, is a Latvian or foreign researcher who has acquired doctorate not more than ten years before the deadline for submission of research applications for postdoctoral research aid in the competition announced by the State Education Development Agency (hereinafter – SEDA), irrespective of age, race, gender, ethnicity, political affiliation, social status or other features, may participate in the selection procedure. The said period may be extended for a period of two years, if the person has a justified reason: a parental leave or temporary work disability that has to be attested by submitting relevant documents.

2. In the event of the approval of the research application the postdoctoral researcher must not concurrently receive:

2.1. remuneration within the frame of the present Activity and within the scope of Activity 1.1.1.1 “Practical Research Aid”, Activity 1.1.1.3 “Innovation Grants to Students” and Activity 1.1.1.5. “Support for International Cooperation Projects in Research and Innovation” of the Specific Aid Objective 1.1.1 “To increase the research and innovative research commissioned by an enterprise, capacity of scientific institutions of Latvia and the ability to attract external financing, investing in human resources and infrastructure” of the Priority Action “Research, Technology Development and Innovations” of the Operational Programme “Growth and Employment”.

3. A postdoctoral researcher who has already once received funding of postdoctoral research aid in the Republic of Latvia shall not be allowed to participate in the selection procedure.

4. During implementation of a research application a postdoctoral researcher has to improve his/her scientific capacity and research competency, by participating in mobility programmes or studying abroad for the minimum term of two months (according to SAM research application, quality assessment criteria for facilitating satisfaction of the administrative, eligibility and outcome criteria, Paragraph 1.6).

II. Submission of Postdoctoral Applications and Required Documents

5. RSU shall prepare and announce application for preliminary selection of postdoctoral applications in conformity with Paragraph 25.1. of the SAM Cabinet Regulations by publishing the Regulation on application selection in Latvian as well as in English on the website of RSU www.rsu.lv.

6. A postdoctoral researcher shall submit an application on the specified date in person (to RSU Development and Project Department, Dārza street 5, Riga, Room 109) or by signing with safe digital signature and sending by e-mail rsu@rsu.lv.

7. The following documents shall be included in the application:

- 7.1. an application for the postdoctoral application selection (Annex 1);
- 7.2. an application forms that conform with a research project proposal in English (Annex 2) (hereinafter – research project proposal);
- 7.3. the curriculum vitae (CV) of the postdoctoral researcher (in English, Annex 3);
- 7.4. copies of doctoral diploma (the diploma awarded outside the European Economic Area / European Union shall be accompanied with a certificate on academic recognition of foreign documents issued by the Academic Information Centre) (<http://www.aic.lv/portal/arvalstu-diplomu-atzisana/arvalstis-iegutu-izglitiba-dokumentu-akademiska-atzisana-latvija>; <http://www.aic.lv/portal/en/arvalstu-diplomu-atzisana>);
- 7.5. statement of the postdoctoral researcher (Annex 4);
- 7.6. statement of the head of the structural unit (Annex 5);
- 7.7. other documents testifying to the skills, knowledge and capacity of the postdoctoral researcher, including copies of publications or indications of websites where they have been published, information about participation in conferences (accompanied by documents certifying oral and poster presentations: certificate and conference programme), certificates attesting language proficiency, information about participation in the implementation and administration of research projects awarded as a result of competition, information about international cooperation and other documents.

8. The commission established for the evaluation of the applications of postdoctoral researchers (Paragraph 8 of the Regulation) is entitled to request the applicant to specify or supplement the submitted documents.

9. A foreign postdoctoral researcher may submit a project that has been submitted within the frame of the Marie Skłodowska-Curie action “Individual Fellowships” of the EU Framework Programme for Research and Innovation “Horizon 2020” and was evaluated above the quality threshold in the above assessment of project applications, however, did not receive funding for project implementation. In the given case the postdoctoral researcher shall submit:

- 9.1. the curriculum vitae (CV) of the postdoctoral researcher (in English, Annex 3);
- 9.2. assessment of the research quality of the project by experts included in the database of experts of the European Commission;
- 9.3. decision of the European Commission on the approval of the project;
- 9.4. a copy of the project application submitted within the frame of the Marie Skłodowska-Curie action “Individual Fellowships” of the EU Framework Programme for Research and Innovation “Horizon 2020”.

III. Preliminary Selection of Postdoctoral Applications

10. Evaluation Commission (hereinafter – the Commission) shall be established by Rector’s Decree for the assessment of applications submitted by postdoctoral researchers.

11. The Commission shall verify the conformity of the application submitted by the postdoctoral researcher to the criteria of administrative conformity (Annex 6). Should the applicant fail to draw up the application in conformity with the aforementioned criteria, such application shall be rejected.

12. The Commission shall appoint scientific experts for those applications that withstood the verification of administrative conformity. A scientific expert shall assess the applications submitted by postdoctoral researchers in conformity with quality assessment criteria (Annex 6). The Commission is entitled to request the scientific expert to specify or supplement the assessment.

13. A foreign postdoctoral researcher may submit a project that has been submitted within the frame of the Marie Skłodowska-Curie action “Individual Fellowships” of the EU Framework Programme for Research and Innovation “Horizon 2020” in cooperation with RSU and was evaluated above the quality threshold in the above assessment of project applications, however, did not receive funding for project implementation. In the given case the project shall be assessed according to the following criteria:

- 13.1. conformity to Paragraph 1 of the present Regulation;
- 13.2. the total funding of the project should not exceed the maximum total eligible funding of a research application specified in Paragraph 47¹ of the SAM Cabinet Regulations and limits to the costs specified in Paragraph 48;
- 13.3. the topic of the research should contribute to reaching the aims of smart specialisation strategy of Latvia, implementation of growth priorities or development of the fields of specialisation.

14. The Commission shall summarise the assessment of postdoctoral applications by scientific experts by arranging the applications ranking them in the order of priority starting with the application with the highest score. In the event the application has not obtained the minimum score in any of the criteria, the application shall not be ranked and shall be deemed rejected.

15. The Commission shall take the decision on postdoctoral applications that should be supported and recommended for formulation and submission for the selection round of research applications for Activity 1.1.1.2 “Post-doctoral Research Aid” of the Specific Aid Objective 1.1.1 “To increase the research and innovative capacity of scientific institutions of Latvia and the ability to attract external financing, investing in human resources and infrastructure” of the Operational Programme “Growth and Employment”.

16. The Commission shall summarise the results of the assessment of postdoctoral applications and decisions in the protocol signed by the Chair of the Commission.

17. The results of the assessment of postdoctoral applications shall be posted on RSU website – www.rsu.lv .

18. The postdoctoral researcher is entitled to challenge the decision taken by the Commission by submitting a grounded application to RSU Rector within three working days from the day of posting of the results on RSU website – www.rsu.lv .

19. RSU Rector shall review the application within one week and take the decision and announce it to the applicant following the procedures stipulated by the Law on Notification. The decision of the Rector shall not be challengeable.

20. A scientific adviser shall be appointed for the approved postdoctoral applications.

21. The postdoctoral researcher in cooperation with scientific adviser and the Development and Project Department shall prepare a research application in conformity with the conditions of the SEDA Regulations on research application selection (hereinafter – postdoctoral researcher's application to the SEDA) within the frame of Activity 1.1.1.2 “Post-doctoral Research Aid” of the Specific Aid Objective 1.1.1 “To increase the research and innovative capacity of scientific institutions of Latvia and the ability to attract external financing, investing in human resources and infrastructure” of the Operational Programme “Growth and Employment”.

22. The scientific adviser is entitled to request the Commission to re-evaluate the postdoctoral researcher's application to the SEDA in case of doubt with regard to the quality of the application.

23. Should the Commission establish that the postdoctoral researcher has failed to prepare a quality application to the SEDA, the Commission shall reject the postdoctoral researcher's application to the SEDA by informing the postdoctoral researcher thereof. The Commission Secretary shall include this information in the protocol signed by the Chair of the Commission.

Annexes:

Annex 1. Application for the postdoctoral application selection;

Annex 2. *Research project proposal* with methodology;

Annex 3. CV in English;

Annex 4. Statement of the postdoctoral researcher;

Annex 5. The statement of the head of the structural unit;

Annex 6. Assessment criteria for the preliminary selection of postdoctoral applications at RSU.

Annex 7. RSU Research programme.