



Paris // Seine Excellence Initiative Support for scientific excellence and internationalization

Call for proposals 2019 (AAP 2019)

Submission Guide and Administrative and Financial Rules

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1. Schedule and deadlines.

Main deadlines:

- Pre-submission abstract of the project: **before January 23, 2019, 1 pm**
- Information to the directorates for each Institution member of the Initiative of Excellence Paris Seine (research for UCP, legal department for ESSEC ...): **as soon as possible for projects involving an industrial partner** and in any case before **January 16th 2019**.
- Final submission of projects: **before February 14, 2019, 1 pm**
- Selection of projects after evaluation **around April 15, 2019**

At the end of the selection process, a notification will be sent to each project leader. A convention for scientific and financial execution will be put in place. The research and the implementation of the funding awarded during this call for proposals must start within the year following the notification of the results.

2. Constitution of the application file and submission.

The application file includes a presentation of the scientific project and a description of the scientific development strategy in which the project fits. The objectives of the project, in terms of scientific quality, impact and visibility, should be described with precision. The file may be supplemented by elements provided in the appendix.

It will necessarily consist of a main application document and an appendix document that will be submitted online: <https://apply.theparisseineinitiative.org>.

The application may be written in English or French but English language will be preferred.

The application may be submitted by a research team, a department or an individual researcher. In the latter case, the researcher must already hold a position in one of the partner institutions of the Paris//Seine Excellence Initiative or within one of the CNRS UMR of these institutions.

In all cases, the precise and detailed opinion of the head of the laboratory must appear in the file.

Deadlines for submission are:

- Pre-submission abstract of the project before 23 January 2019, 1 pm
- Final proposals before February 14, 2019, 1 pm

The submission will be made on the electronic submission platform, available at: <https://apply.theparisseineinitiative.org>

3. Project Engineering.

Beforehand and before submission, scientific leaders are invited to contact the directorates in charge for each member of the Paris Seine Initiative of Excellence (research for UCP, legal department for ESSEC...) in order to consolidate the partnership aspects of the projects (financial and intellectual property). The directorates of the establishments must be informed **as soon as possible** and in any case **before January 16, 2019** in order to check and correct if necessary the calculations of the projects before submission.

In the event of co-funding with a socio-economic partner, the aforementioned directorates in charge will have to be informed **as soon as possible** in order to consolidate the commitments of the partners (intellectual property (IP) and financial component) **by mid-January**. The co-funding scheme (see § 7) must involve a commitment from the partners, in accordance with the partnership policies of the institutions, according to the model letter (see § 5).

4. Confidentiality of exchanges.

In case of co-funding or of a collaborative project, and before discussions with external and / or industrial partners, it is strongly recommended to have sign a NDA.

5. Selection of projects.

The selection of projects will be made from the following elements:

- Complete application received on time on the submission site (including appendices and opinion of the head of the laboratory that will be requested after submission of the application).
- Letter of commitment following the model given in annex to this document in case of private co-funding

6. Project Agreement and Implementation.

After the selection, the implementation of the selected projects will take place in several stages:

- Notification to the applicant stating the starting date of the project, the amount awarded, the duration and the conditions etc
- Drafting and signature of a financial transfer agreement between the University of Cergy-Pontoise and the partner of the Paris Seine Initiative of Excellence hosting the selected project.
- In case of co-funding, signature of an agreement between the cofunding company and the member of the Paris Seine Initiative of Excellence. It will specify the methods of implementation of the partnership (project management, co-financing, IP). The directorates in charge, within the different institutions of the Paris Seine Initiative, will be responsible for this agreement on behalf of their researchers.
- Hiring doctoral researchers, post-docs or engineers from one of the member institutions of the Paris Seine Initiative of Excellence according to the needs identified by the project and in accordance with the procedures of each institution. The recipient is responsible to ensure the best visibility for the Paris Seine Initiative by using all available web portals for jobs.
- Timeframe of the project according to schedule.
- The obligation to mention in all publications the support provided by the Paris Seine Excellence Initiative under the Investissements d'Avenir Program

7. Project funding and co-funding.

Project funding will consist of one or two components:

- A contribution from the Paris Seine Initiative of Excellence
- If necessary a contribution from the company, or, from another funding agency (e.g. DIM, , etc.), in case of co-funding.

These contributions will fund the various expenses related to the project, including salaries, expenses, hired staff, equipment (on the part co-financed outside the Paris Seine Initiative of Excellence only), running costs etc.

In the case of co-funding, a balanced scheme between the laboratory and the private partner is expected. The company is fully entitled to abound beyond this scheme if purchases of equipment are needed.

The full cost of the project supported by the partners will have to be presented (whether there is a co-funding or not).

The teams will have to provide a cost sheet assessing all resources committed by the research unit for the project. This document will have to be established with the support of the directorate in charge of their establishment.

Academic laboratory oversight will bear the costs of infrastructure / environment and permanent staff, and the Paris Seine Initiative of Excellence will cover part of the additional costs required to complete the project.

The financing of the various actions mentioned in the AAP2019 will have to take into account the following points:

- For the co-funding of the PhD, the amount to be covered is € 110k for a 36-month period (gross salary) plus environmental costs that are estimated at € 10k.

- For co-funding with a socio-economic partner, the gross salary of the person hired by the institution member of the Paris Seine Initiative of Excellence will be co-funded by the Paris Seine Initiative of Excellence and the company, with a monetary transfer of the partner to the member of the Paris Seine Initiative of Excellence.
- For co-funding with a foreign university / institute, the objective is to ensure a funding scheme of 36 months to the doctoral candidates taking into account the time of presence in the laboratories of Paris // Seine. The doctoral researcher will enter a PhD scheme in co-tutelle or co-supervision following the rules of Paris//Seine. In the case of a co-supervision that does not take the form of a co-tutelle, the PhD student must be enrolled in a doctoral school at Paris Seine University for the duration of the PhD. The rest of the thesis can be done in the laboratory of a foreign university or institute with funding from the foreign institution according to the rules in place.
- Postdoctoral contracts are valued at € 53k/year for a maximum period of two years to which an environmental cost of € 3k/year can be added.
- These amounts are indicative and can be re-evaluated based on the context of the discipline.

In case of co-funding from partners outside the initiative, the agreement referred to in paragraph 6 must be signed by the partners within a period of four (4) months from the date of the selection of the project (notwithstanding the effective starting date of the project, in particular with regard to recruitment to be carried out). In compliance with the criteria of the call, failing to do so will make obsolete the co-funding by the Initiative of Excellence Paris Seine.

8. Intellectual Property and Publications

As mentioned in paragraph 3, the partnership and IP strategy will have been developed in consultation with the directorate in charge at the partner institution of the project leader.

IP rules and operating principles will be included in the agreement as described in paragraph 6 of this document. In particular, it is specified that the results from the collaboration will be the co-ownership of the Université Paris Seine institution and the company (s) participating in the project. The co-owner company may benefit from the option and / or license of the results obtained. In accordance with the Code of Intellectual Property, the principle of a fair financial return from the partner (s) who exploits (s) said results to other co-owners of said results will be recalled in the provisions of the convention.

It is specified that the laboratories of the members of the Paris Seine Initiative of Excellence will be able to mandate the SATT IdFInnov for all steps and actions necessary for the valorization of the results, notably "outside the domain", in particular the negotiation and the management of any technology transfer agreement relating to Intellectual Property assets over which members of the Paris Seine Initiative of Excellence hold property rights.

In the case of industrial and / or commercial exploitation, a fair financial return will have to be provided for the non-operating co-owner.

In addition, collaboration must ensure that institutions are able to carry out their missions (research, teaching, publications, sharing / dissemination, valorization, etc.) in accordance with Article L112-1 of the Research Code.

Finally, the partners undertake to mention the support of INEX in their publications and communications according to terms and conditions to be specified in the attributive agreement.

9. Scientific and financial reports

For scientific reports, the principle is as follows:

- For all 12-month award a final scientific report is expected at the end of the project.
- For all award longer than 12 months, a mid-term scientific report and a final are expected.
- As part of the PhD supervision, the monitoring committee will meet every 4 months.

For financial reports, the principle is as follows:

- A financial report will be produced at the end of each year (in compliance with the reporting requirements imposed by the ANR) and transmitted within two (2) months to the University of Cergy-Pontoise.

Université /



/ Paris Seine

ON LETTERHEAD PAPER

I, the undersigned NAME FIRST NAME, legal representative of the NAME OF THE COMPANY OR INSTITUTION, LEGAL STATUS, registered under the number SIRET XXX XXX XXX XXXX, whose registered office is ADDRESS COMPLETE, hereby confirms the commitment of the company / institution to co-finance a thesis / post-doc / project within the framework of the project "NAME OF PROJECT" for which NAME AND FIRST NAME OF SCIENTIFIC RESP (laboratory XXX) received a funding during the call for project Initiative d'Excellence "Paris // Seine".

The financing provided by NAME OF THE COMPANY OR INSTITUTION is XX.XXX € HT (payroll: XX.XXX € HT for X years and X.XXX € HT per year in operation is X.XXX € HT for X years) is XX.XXX € HT per year for X years.

The terms will be described in the collaboration agreement currently being drafted and will be signed soon. In accordance with the terms and conditions of collaboration specified in the AAP2019 Paris Seine Initiative, NAME OF THE COMPANY OR INSTITUTION hereby accepts the principle that the results of the collaboration will be the co-ownership of the Academies and NAME OF COMPANY OR INSTITUTION. In accordance with the Code of Intellectual Property, the principle of a fair financial return from the partner (s) who exploits (s) said results to other co-owners of said results will also be recalled in the provisions of the convention.

Made in

The

Signature