

“A FUTURE IN BIOMEDICINE” Programme - 2019 Call

TERMS & CONDITIONS

Section II, article 6, letters c) and q) of the Statutes of the *Fundació Institut de Recerca Biomèdica* (hereafter referred to as IRB Barcelona or Institute) establish that the Institute will promote activities that address collaboration and knowledge transfer and also launch calls for fellowship (herein referred to as grant) applications and subsequently present the awards of the same.

I. Objective

These Terms and Conditions serve to regulate the undergraduate internship grants for the 2019 call of “A Future in Biomedicine”.

II. Grant Call

“A Future in Biomedicine” is aimed at outstanding and highly motivated students in the last year of their degree. Students should show a strong interest in the fields of the biology, biomedicine, chemistry, physics, pharmacy, structural biology, computational sciences, or other related areas.

Five grants are offered to cover internships from October 2019 to August 2020.

Students will spend up to 20 h per week in an IRB Barcelona lab during their last year of undergraduate studies (Academic year 2019/2020), upon agreement with the project supervisor at IRB Barcelona.

Awardees will receive a stipend of **€200 per month**. The stipends included in this call will be covered by IRB Barcelona structural funds for a maximum of 11 months. The awardees will have medical insurance through the Spanish Social Security System and will be covered by an accident insurance.

Awardees will be offered the opportunity to participate in-house institutional activities. In addition, they will receive complementary training for career development either through the series of courses offered at IRB Barcelona or “ad-hoc” ones organised for undergraduate students.

Upon completion of the programme, awardees will be provided a reference letter from their respective project supervisor at IRB Barcelona.

A grant agreement regulating the internship will be signed by the university in which the student is enrolled, IRB Barcelona, and the student.

Participation in the “A Future in Biomedicine” Programme will not imply a contractual relationship between the awardee and IRB Barcelona. Only in the exceptional case that the awardee finishes his/her undergraduate studies before the end date of the internship agreed with IRB Barcelona will the Institute contract him/her for the days needed to complete the agreement.

IRB Barcelona will cover the cost of a 3-day trip to visit the Radboud Institute of Molecular Life Sciences (RIMLS, The Netherlands). During this visit, awardees will receive detailed information about the RIMLS

“Molecular Mechanisms of Disease” MSc Programme at the Radboud University (RU) and about the Radboud Institute for Molecular Life Sciences (RIMLS).

If a visit to RIMLS cannot be arranged, IRB Barcelona will organise an informative session to explain the Molecular Mechanisms of Disease MSc Programme led by the RU and RIMLS.

IRB Barcelona will encourage awardees to apply to fellowship calls run by private and public organisations and aimed at MSc students. In this regard, awardees will be fully supported by their respective project supervisors and also by the IRB Barcelona administration team in all aspects related to these applications.

The group leader at IRB Barcelona (or a designated researcher) previously assigned to and agreed with the awardee before the signature of the grant will be the project supervisor. The supervisors will oversee that the duties assigned to the awardees are fulfilled and will notify IRB Barcelona’s Academic Office of issues affecting the undertaking of the assigned duties or other pertinent circumstances, so that corrective measures can be taken and/or proceedings to withdraw the grant can be started.

III. Requirements and Selection Criteria

1. The programme is addressed to students who fulfil the following requirements:

- Completion of at least 180 ECTS credits of a BSc degree in Biology, Pharmacy, Mathematics, Structural Biology, Physics, Biomedicine, Medicine, Chemistry or related fields by September 2019. Students awarded these grants are expected to complete their undergraduate studies by July 2020.
- Enrolment in a local university. Exceptions for non-local students can be made if their study plan and university guidelines allow them to do an internship under the conditions of this call. These cases will be treated individually.
- Minimum BSc average mark of 7/10
- Good knowledge of English

2. Candidates will be selected exclusively on merit, on the basis of academic records, motivation letter, as well as other criteria, such as internationalisation, previous research experience, and letter of reference. No selection criteria for positive or negative discrimination will be applied.

IV. Application Procedure

Applicants should send the documents mentioned below to phd@irbbarcelona.org before the deadline, indicating “A Future in Biomedicine candidacy” in the subject box.

1. CV
2. A scanned copy of the applicant’s certified Academic Record. These documents must show the grades attained in exam periods
3. Additional certificates, prizes, and recognitions
4. Motivation letter
5. A letter of reference from university lecturers or scientists with whom the applicant has studied or worked. Only letters with an official letterhead and signature will be accepted.

Applicants should indicate in the e-mail up to two research groups—in order of preference—in which they would like to work. Moreover, if they are interested in a particular research group, they should make reference to it in the motivation letter. More information on the research activities of each group can be found on IRB Barcelona's webpage.

Referees must send their letters directly to IRB Barcelona to the address: phd@irbbarcelona.org. Only letters with an official letterhead and signature will be accepted. Applicants are responsible for ensuring that their referees send the letter. Applications not accompanied by this letter will not be processed.

Applicants should submit information wherever possible in English (CV, motivation letter, summary of work experience). If the certified academic record is not in Catalan, Spanish or English, applicants should also attach a translation into one of these languages.

V. Selection

1. A Review Board comprising IRB Barcelona group leaders and members of the IRB PhD Advisory Committee will be charged with drawing up a preliminary list of candidates.
2. Group leaders and members of the PhD Advisory Committee may interview the selected candidates and draw up the final list of candidates.
3. Applicants can follow the status of their applications upon request to the email phd@irbbarcelona.org
4. Applicants who have not been successful but who have received a positive evaluation will be put on a waiting list to cover possible renunciations and future positions.

VI. Calendar

- **29 May 2019** - Call opening
- **19 June 2019** - Call deadline and preselection of the candidates
- **July 2019** - Notification of selection results and start of the programme
- **October 2019** - Beginning of the internship
- **July 2020** - Receipt of students' summary reports

At the end of the internship, students must prepare a summary report, which will be sent to the IRB Barcelona Academic Office at phd@irbbarcelona.org and the respective project supervisor. Students will also present their research work undertaken over the academic year in an open seminar organised for the IRB Barcelona community.

VII. Communication of Grant Award

Selected candidates will be informed of the grant award via email. After acceptance of the grant, awardees will receive detailed information.

VIII. Rights of Awardees

Each awardee will have the following general rights:

1. To be provided with the necessary assistance to perform his/her studies and research activities. He/she will have a tutor who will provide assistance during their internship at IRB Barcelona.
2. To participate in complementary calls for funding to attend scientific congresses or other activities related to his/her studies.
3. To exercise intellectual property rights derived from his/her training activity in accordance with his/her contribution, as established in the Intellectual Property Law, Royal Decree 1/1996, 12 April. These rights will be independent, compatible and accumulative with other rights that may arise from the research developed, without negatively affecting the rights of the joint effort when the awardee participates in or is associated with a joint research project.
4. To have possible industrial property rights regulated by Patent Law 11/1986, 20 March, and Royal Decree 55/2002, 18 January, governing the exploitation and license of rights on discoveries made in public research organisations. Said rights will not be linked to the grant.

IX. Responsibilities of Awardees

1. To fulfil the terms and conditions established in this call, as well as the conditions regarding the internships established by the university where the student is enrolled.
2. To perform his/her research activity under the supervision of a project supervisor at IRB Barcelona while the grant is effective. In addition, he/she must perform the activities foreseen in the research training and specialisation programmes of the Institute, as well as satisfactorily fulfil the objectives of the training programme.
3. To attend the activities and complementary training offered by the IRB Barcelona when the event is part of the training for the undergraduate community or any other activity recommended by the Academic Office.
3. To comply with the internal regulations of IRB Barcelona, particularly regarding working conditions and the prevention of occupational risks.
4. To send a summary report to the Academic Office (phd@irbbarcelona.org) and also to the project supervisor upon completion of the programme.
5. To inform IRB Barcelona in advance of his/her participation in the authorship of any publication or communication related to the work performed under the current call.
6. To inform IRB Barcelona if he/she receives other grants or funding.
7. To comply with the regulations derived from the “internship agreement” between the university, IRB Barcelona and the awardee.

X. Termination of grants

The grants will be revoked in the case that the awardee has withheld or provided falsified information. The grant will also be revoked if the awardee does not fulfil the responsibilities described in clause IX.

XI. Incompatibility

Awardees will be devoted exclusively to the research or technical training and specialisation activities defined in this call. The grants included in this call are non-compatible with any other grant or fellowship for undergraduate internships from any public or private organisation.

XII. Data Protection

According to the General Data Protection Regulation (EU) 2016/679 and Organic Law 3/2018 on the protection of personal data and guarantee of digital rights, any personal data provided by the applicants will be incorporated into the Academic file of IRB Barcelona, for which we are the controller. The purpose of keeping such data is to manage our relationship with applicants. Applicants may exercise at any time their rights of access, rectification, erasure, opposition, portability, as well as restriction of processing by sending an e-mail to the address dataprotection@irbbarcelona.org or by writing to the following postal address of IRB Barcelona: C/ Baldiri Reixac, num. 10, 08028, Barcelona.

XIII. Dissemination

Any information regarding this grant will be placed on the announcement board on the IRB Barcelona web site.

XIV. Clarification

The Head of Human Resources and Academic Affairs Department of IRB Barcelona or designated representative will be responsible for clarifying queries regarding these terms and conditions.

Barcelona, 29 May, 2019

Francesc Posas
Director,
IRB Barcelona

ANNEX 1. IRB Barcelona Research groups participating in the 2019 A Future in Biomedicine call

- Structural Characterization of Macromolecular Assemblies
- Comparative Genomics
- Laboratory of Molecular Biophysics
- Structural Biology of Protein & Nucleic Acid Complexes and Molecular Machines
- Chromatin Structure and Function
- Cell Signaling
- Amino Acid Transporters and Disease
- Complex Metabolic Diseases and Mitochondria
- Metabolic Engineering and Diabetes Therapy

This programme is the result of a collaboration agreement between IRB Barcelona and the Radboud Institute for Molecular Life Sciences.