



Comisión Nacional de Investigación  
Científica y Tecnológica - CONICYT

## ASSOCIATIVE RESEARCH PROGRAM

### NATIONAL COMPETITION GUIDELINES FOR RESEARCH TEAMS IN SOCIAL SCIENCES AND HUMANITIES OPEN AND INNOVATION IN PUBLIC POLICIES MODALITIES 2014

CONICYT through the Associative Research Program opens the competition for Research Teams in Social Sciences and Humanities.

#### 1. INTRODUCTION

The objective of CONICYT's Associative Research Program (PIA by its initials in Spanish) is to strengthen and consolidate, through financing and technical support, structured teams in areas of advanced research at a national level. This research, which can either focus on specific academic disciplines or fields or can be open, must incorporate international collaboration as well as the involvement of non-academic sectors (foreign research centers, public institutes, productive sector, community or non-governmental organizations, etc.). These teams, which can be set up as research centers and/or medium-sized projects, must carry out research activities, student education, mainly for those in the graduate level, integration with networks and foreign research centers and knowledge transfer to non-academic sectors for its use and application within public and productive development areas.

The Associative Research Program uses various instruments that include the **Research Teams in Social Sciences and Humanities**, setting forth these guidelines for the competition. As the executing agency of the Associative Research Program, CONICYT is in charge of the process of the competition and the follow-up of these projects.

There are two lines of study in this competition: One is an open line, which has the main objective of strengthening Social Sciences and Humanities from a general perspective, while the second line is for innovation in public policies, which seeks to strengthen applied research aimed at solving public policy issues.

This competition will consider the Social Sciences and Humanities academic disciplines. The latter will only include the subfields of History and Archaeology (see the <http://www.conicyt.cl/pia> website).

## 1.1 Objective of the Research Teams in Social Sciences and Humanities

The main objective of the *Research Teams in Social Sciences and Humanities* line of funding is to foster the scientific and technological development of the country in these fields of knowledge, by means of financing research projects based on collaborative, broad and multidisciplinary work. To that end, the Associative Research Program encourages the creation of scientific research teams in Social Sciences and Humanities, in the fields indicated in section 1 of these guidelines, within research institutions, which can apply individually or associated to others, with the aim of strengthening both the development of Social Sciences and the advancement of human capital within them. This tool should create a critical mass within the fields the projects deal with, allowing the discipline to develop and helping some of the research teams formed to eventually set up research centers within the National Science and Technology System.

The specific objectives sought by the Research Teams in Social Sciences and Humanities are the following:

- To create new lines of research and/or strengthen existing ones in order to generate a measurable national and international scientific impact.
- To train recently graduated researchers and educate undergraduate and postgraduate students to help create a highly qualified critical mass to contribute to the future development of these sciences, by tutoring students in all categories, teaching specific courses in undergraduate or postgraduate programs, and/or mainly through the development or consolidation of studies programs to prepare researchers in the fields of Social Sciences and Humanities.
- To incorporate researchers in these sciences into national and international academic circuits, by means of building networks with world renowned study and research centers in these areas.
- To develop communication activities aimed at raising awareness within Chilean society and the public and private sectors regarding the importance of the work on Social Sciences and its inclusion in all aspects of Chilean society's daily life.
- For projects designed especially for innovation in public policies, the general objective of the research developed will be the contribution, by means of



recommendations and proposals, for innovation in public policies related to the specific phenomenon under study.

## 1.2 Beneficiaries

The beneficiaries of this competition will be those participating institutions fulfilling the criteria specified in section 2.1 of these Guidelines.

This competition is open to teams of national or foreign researchers, with residence in Chile during the execution of the project and with an outstanding background in research in Social Sciences and Humanities. Foreign researchers will need to have a residence permit that allows them to carry out paid activities in Chile.

## 2. GENERAL CONDITIONS

### 2.1 Participating Institutions

The Participating Institutions in this competition will be the Main Institution and the Associate Institution(s).

**Main Institution:** It will be the national, public or private, non-profit legal body that will be the direct beneficiary of the resources awarded through this competition. This institution will need to allocate physical space and contribute with infrastructure, personnel and support in all possible ways to ensure the successful achievement of the project's objectives. This obligation must be explicitly defined through a Commitment Letter that must be attached to the application, duly signed by the legal representative of the corresponding Institution. At the same time, this Institution will be responsible before CONICYT for the provision of its own contributions as well as of those of the Associate Institution(s), the timely submission of Technical Reports, Statements of Expenses and/or Accounts Rendered, as applicable, and the submission of the bond for the transferred resources, if applicable.

The main institution should meet the following requirements:

- 1) To be a public or private non-profit national legal body;
- 2) To have a legal existence for at least four years at the time of application;
- 3) To have a demonstrated background of at least four years in research in Social Sciences and Humanities in the field of knowledge the project(s) deal(s) with. This background must be demonstrated through scientific publications indexed in the WOS Core Collection,



SCOPUS and SCIELO Chile bases, or those specific to the project's discipline, internationally renowned and in which the author is clearly affiliated to the main institution; and

4) To carry out the appropriate activities for obtaining the academic degree of Doctor directly through its own graduate studies program or indirectly by an association with another equivalent institution that has a program for the same purposes in the areas or disciplines the project deals with. This last requirement must reflect in the participation of researchers of the Main Institution in the doctorate programs, teaching program courses and participating in the evaluation of students.

Main institutions include: universities (private or public), research institutes (private or public), independent academic and/or research centers.

The Main Institution may apply for this competition individually or in association with one or more Associate Institutions.

**Associate Institution:** An associate institution is understood to be a national legal body whether for profit or non-profit, directly linked to the research topic and/or to the direct application of the research findings. It may be a university, a company, a public or private institution, a foundation or a corporation, among others. The participation of an associate institution can also be the result of the inclusion of a researcher who does not belong to the main institution but to another institution linked to the project's activities, whose role will be to participate directly or indirectly in the research project's execution.

Associate institutions must provide support to the development and implementation of the project's various activities. This support can consist of providing specific knowledge, cash or in-kind contributions, such as infrastructure and operating facilities to conduct research, implementing experiments, sharing studies and/or statistics, carrying out pilot activities to apply the scientific or technological methodologies or products, or contributing working hours of specialized human resources, among others. These obligations must be explicitly defined through a Commitment Letter from the corresponding associate institution, signed by its legal representative and submitted together with the application.

If the project fits into the innovation for public policies line, the Associate Institutions may be those public or private institutions whose concrete action can contribute to improving the design and application of those policies. The project must clearly specify the responsibilities, rights and obligations of the companies, public and/or private institutions or other participating institutions, establishing them explicitly through a letter that should be submitted together with the application.



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## 2.2 Types of Projects

Projects awarded through this competition will have a duration of three years, counting from the first disbursement, with an alternative for automatic extension for six months provided that this does not require the transfer of additional resources and has been previously requested from the Program Director and approved by CONICYT based on an adequate justification.

All projects to be funded by the Research Teams in Social Sciences and Humanity Competition must include a clear description of the research objectives and expected impacts of their achievement on specific economic and/or social areas, including the contents required by these guidelines and by the Application Instructions.

In particular, each project submitted to this competition must have a clear component of scientific research of excellence, education and/or training of students and young researchers in its field, creation of national networks, international collaboration, dissemination of its work and results in media other than the usual academic ones and transfer to areas of application and use of the project's results. At the same time, the project must include a proposal to apply the results of its research to one of the project's framework fields and for the innovation of public policies in Chile, if presented under this line.

Projects submitted to the innovation in public policies line must also have a proposal for application of its research results to generate impact on and influence public policies in Chile.

These projects should lead to new knowledge in their particular disciplines or to applications in their own or other areas, or to the development of new methodologies, protocols and/or models through the work hypothesis explained in the project itself. The Program will not subsidize projects whose general or specific objectives are to perform a diagnosis or assess a current state of knowledge, collections, creation of catalogues or inventories, book edition, essays, audiovisual productions, educational texts or other similar activities, regardless whether they may be the result of the project's own work.

New scientific-technological knowledge must clearly differentiate itself from what is available before the beginning of the project, so that it provides a genuine contribution to the field of study.

### **Training and formation of new/young researchers**

Training of undergraduate and postgraduate students, technical and professional staff, and young researchers, in the broad sense, on the lines of research related to the project

must be an integral part of the proposals, which can include development plans for undergraduate and postgraduate study programs within the framework of the lines of research of the project and expected to be developed or consolidated during its execution with other national or foreign institutions, with the aim of creating a critical mass in the Research Team's field(s) of study.

### **Creation of National Networks**

It is expected that the activities of submitted projects will allow greater proximity among its participants and other researchers, professionals, or organizations, be they academic or not, related with the study topics and objectives of the project. Thus, it is intended for them to establish ties at the national level in the Social Sciences and Humanities fields that will contribute to develop and strengthen it and to create critical mass. To that end, projects should propose a plan indicating actions in this direction as well as potential impact and results indicators (quantifiable or descriptive, as applicable) for this plan.

### **International Collaboration**

All competing projects should make the most of international experiences and capacities. To that end, the Research Team Projects should establish links of scientific collaboration with foreign researchers and research centers with the aim of contributing to the achievement of the project's objectives. Through this collaboration, it is expected that some or all following actions will be encouraged:

- 1) The participation of researchers and postgraduate fellows in foreign academic circuits;
- 2) The participation of foreign researchers of excellence in the Research Team Projects;
- 3) The education and training of undergraduate and postgraduate students;
- 4) The development of joint research;
- 5) Joint publications;
- 6) Dissemination of the results of Research Team Projects abroad; and
- 7) Other collaboration activities.

### **Dissemination**

Projects should carry out activities to disseminate their scientific results among specialized and non-specialized audiences. Projects should document activities to communicate and disseminate the scope, significance and results of the projects to different stakeholders of Chilean society. These may include: Business communities, elementary and high school students or institutions, companies, public and private institutions, professional organizations and the general audience, among others.

### **Application and/or Transfer of Knowledge Generation and Impact on Public Policies**

It is essential for all proposals to the Research Teams in Social Sciences for Innovation in Public Policies to include specific activities aimed at fostering the application of the research results in ways that will directly contribute to the improvement of public policies in order to promote Chile's economic and social development. Innovation in Public Policies refers to the contribution made by scientific analysis to a more precise knowledge of the social universe and the improvement of its capacity to act in order to face its most pressing issues. These proposals must present clear plans to establish links with public and/or private institutions that will potentially facilitate the implementation of innovations in public policies.

If the researchers have already established a formal link with some institution to that end, it would be desirable for it to participate in the project as an Associate Institution, clearly indicating the financial –or other- commitments it will make.

### 2.3 Team/Group of Participants

**The Team/Group of Participants** must be made up by: Principal Investigator(s), Associate Researchers, Postdoctoral Fellows, Undergraduate and Postgraduate students and may include Research Assistants, Technical Personnel and Administrative Staff.

**2.3.1 Principal Investigator(s):** This category corresponds to researchers of excellence, whether national or foreign, residing in Chile, with a solid background in research in Social Sciences and Humanities supported by publications in mainstream journals. Research Team Projects must have at least **three** researchers within this category. Within the **Principal Investigator(s)** category, one of them must be appointed Project Director and another one as the Deputy Director. Both must belong to the Main Institution, so that, if the first were absent, he or she may be replaced by the second one. Principal Investigator(s) must have **at least** a part-time contract (22 hours per week) in the Main and/or Associate Institutions and this must be declared in the application. The Main Institution will be responsible for informing about the dedication of Principal Investigators to the awarded Research Team Project if the Director does not have a full-time contract with it.

Principal Investigator(s) must commit an adequate time allocation for the achievement of the project's objectives. This time allocation must be declared to CONICYT and be compatible with the commitments to other CONICYT projects as well with the incentives requested in the project budget (see section 3.1.1 Incentives and Professional Fees). They will also be responsible for complying with everything stated in the awarded proposal, its reformulations or what is indicated in section 5.2.5 of these Guidelines regarding publications and results.





A researcher will not be able to apply in the Principal Investigator(s) category in more than one Research Team Project in any of its versions (Science and Technology, Social Sciences and Antarctic Science) for the 2014 competition.

**2.3.2 Associate Researcher(s):** This category corresponds to national or foreign researchers residing in Chile. They may, at the same time, belong to any institution, whether or not participating in this project, and they may also have no affiliation. They must carry out specific tasks within the project during part or the entire duration of its execution period.

**2.3.3 Foreign Researcher(s):** Foreign researchers may participate as associate researcher(s) in these projects in activities strictly related to their objectives. Researchers of this status who do not reside in Chile and participate in the Research Team Project must be part of the international collaboration network, which must be made explicit in the International Collaboration Network section of the Application Form. In terms of budget, they may only have access to tickets and per diem from their place of origin to Chile and to operating expenses for activities exclusively carried out in Chile.

**2.3.4 Postdoctoral Fellows:** This category corresponds to researcher(s) who are conducting postdoctoral research and they must become a part of the project by way of a public competition to be carried out by the Main Institution and/or the Associate Institution(s). As an exception to the public competition mechanism, it will be possible to accept the direct participation of postdoctoral fellows who have been awarded their own project and whose research topic fits within the framework of the Team's lines of research. (See specific benefits in section 3.1.1.)

**2.3.5 Undergraduate and postgraduate students:** Students who join a Research Team Project may do so in the following categories:

**a) Thesis Fellows:** Thesis fellows will be those undergraduate and postgraduate students enrolled in academic education programs managed by Higher Education Institutions who are conducting research for their thesis under the auspices of a Research Team Project. Their thesis must be tutored or co-tutored by Principal Investigator(s), Associate Researcher(s) or Postdoctoral Fellows belonging to the Team of Participants in the project.

**Undergraduate** thesis fellows who complete their thesis and wish to continue supporting the scientific endeavor of the project may do so in the category of Research Assistants, as long as the Project Director timely informs this change in category to the Associative Research Program.





**Postgraduate** thesis fellows who complete their thesis and wish to continue supporting the scientific endeavor of the project may do so in the category of Associated Researchers, as long as the Project Director timely informs this change in category to the PIA.

**b) Research Assistants:** This category is available for non-thesis undergraduate students or professionals without a graduate degree who support the scientific endeavor of project researchers. This category is in no case open to postgraduate students or people who already have a master's or doctoral degree.

**2.3.6 Technical Personnel:** This category is for people who have a bachelor's or an associate degree, who support project management in areas directly linked to scientific research and/or support the work of project researchers. People who may participate in this category include, for example: Technicians specialized in industrial maintenance, electricity, electronics, labs, computers, system analysis, surveys, and data inputs, among others.

**2.3.7 Administrative Staff:** This category is open to staff supporting project management in areas that are not directly linked with scientific research but that contribute to the achievement of the project's specific objectives. This category may include, for example: Web designers, journalists (dissemination), secretaries, accountants (bookkeeping and administration), among others.

The role of each person within a project category must be justified and specified in the Application Form for this competition.

## 2.4 Restrictions and Incompatibilities

### For Principal Investigators

**Principal investigators** cannot participate as such in Research Team Projects if they fall into one of the following categories, except if they are Principal Investigators of a project in its final stage of execution (it should be completed before the signature of the agreement if the Research Team Project is awarded a grant):

- Director of a FONDAP Center
- Director of a Millennium Scientific Institute
- Director of a Scientific and Technological Centers of Excellence with current Basal funding
- Director of a Center for Advanced Research in Education
- Researcher responsible for a Millennium Nucleus
- Researcher responsible for a FONDECYT Postdoctoral project
- Researcher responsible for a FONDECYT Initiation into Research project



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- Postdoctoral level researcher in a project for insertion into Academia or Industry
- Researchers awarded with CONICYT projects for Support for the Return of Researchers from Abroad

This also includes all other categories restricted in the guidelines of each project they participate in. Whenever one or more Principal Investigators applying for this project also hold the category of Director of a Regional Center, they will need to attach an explicit letter to the application to be reviewed by the Regional Program, which in turn will directly authorize the participation of the applicant and this Program. The PIA may deem the project inadmissible if the Regional Program does not authorize the participation of the Director of the center.

In addition, a researcher may apply in the category of Principal Investigator only for one Research Team Project during the 2014 competition, in any of its versions (Science and Technology, Social Sciences and Antarctic Sciences).

If a researcher applies as Principal Investigator in a Research Team Project for the 2014 competition in any of its versions, at the same time he or she may apply as Associate Researcher in a maximum of two projects.

#### **For Associate Researchers**

Researchers participating as Associate Researchers in two Research Team Projects under execution cannot apply as Associate Researchers in a Research Team Project for the 2014 competition in any of its versions.

A researcher may not apply in the category of Associate Researcher for more than two Research Team Projects for the 2014 competition in any of its versions.

The time commitment of a researcher in two different categories or in the Associate Researcher category in more than one project must comply with all pertinent restrictions and indications set forth in these Guidelines. His or her participation and commitment, in addition to his or her request for incentives, will be reviewed during the process prior to the award and may be reduced if CONICYT considers that this double appointment may affect the completion of the project in which he or she participates as Principal Investigator.

Should any incompatibility be detected, CONICYT, in accordance to the timeliness of its detection, will declare the projects involved as inadmissible, revoking the awards or establishing their early termination.



All in all, the dedication of any researcher to these projects must be compatible with what is committed to other projects being executed with CONICYT funds. During the evaluation of the proposal, the PIA will perform an exhaustive review of the viability of participation in terms of the previously mentioned categories according to the compatibilities of time dedication and commitment to each project. CONICYT will decide whether or not to demand an adjustment in the commitments of the proponents in order to fully comply with the Research Team objectives in regards to the restrictions and obligations imposed for any other project funded through CONICYT Programs.

### **3. FUNDING**

Projects awarded through this competition will receive from CONICYT a maximum funding of CLP \$65,000,000 (sixty five million Chilean Pesos) per year, non-adjustable to inflation, to be transferred to the Main Institution in accordance with the requirements specified in these Guidelines and in the agreement. Likewise, budget execution must be performed in accordance to those requirements and to the procedures contained in the previously mentioned documents.

The Main Institution will need to establish contracts/agreements to transfer resources to other Associate Institutions collaborating in the completion of the project (whether or not they participate in the signature of the agreement with CONICYT), if it is the appropriate procedure to that end according to its own regulations and to the indications given by the PIA, in order to perform them in a practical manner.

#### **3.1 Benefits Requested from CONICYT**

Funds assigned by CONICYT correspond to a grant and are meant to finance, among others, the following precise and non-adjustable expenses: Incentives and Professional Fees; Operating Expenses; Equipment and Upgrading Infrastructure; Administration Expenses.

##### **3.1.1 Incentives and Professional Fees (A)**

Incentives and professional fees for the Team/Group of Participants must be set in proportion to their time dedication and the responsibilities each person will have in the project. Nevertheless, incentives will not be allowed for researchers who already receive them as a result of having categories superior to that of director or principal investigator in a Research Team, in Basal Funds and/or in Centers for Shared Use of Major Scientific Equipment.



The maximum amounts and the conditions for incentives and professional fees for reporting in each of the categories that make up the Team/Group of Participants of the Research Team Projects are detailed below.

### **Principal Investigators**

Projects may allocate funds for paying incentives and professional fees to Principal Investigators. These may not exceed CLP \$15,000,000 (fifteen million Chilean Pesos) per year per researcher. It will only be possible to assign this maximum amount when the researcher is solely and exclusively dedicated to the Research Team Project awarded in this competition.

### **Associate Researchers**

Projects may allocate funds for paying incentives and professional fees to Associate Researchers. These may not exceed CLP \$6,000,000 (six million Chilean Pesos) per year per researcher.

The total sum of fees received by a researcher who participates in two or more Research Team Projects cannot exceed the maximum amount established for the highest position held in any of these projects.

### **Foreign Researchers**

Researchers who do not reside in Chile may not receive professional fees from this project or use operating expenses outside Chile. Nevertheless, they may benefit from per diem, domestic tickets within Chile and international tickets to come to Chile as part of the Research Team Project's expenses.

### **Postdoctoral Fellows**

For these researchers, the Research Team grants may allocate funds to pay incentives and professional fees, which may not exceed the annual fees set by the competition for FONDECYT postdoctoral projects at the time of hiring. An exception will be made with foreign postdoctoral fellows who may receive up to 20% more than the amount set by FONDECYT for professional fees for postdoctoral projects during the first six months (due to the Internal Revenue Service regulations –Article 60 of the Law on Income Tax - contained in article 1 of Decree Law N° 824/74 of the Ministry of Finance-, which indicates that foreign nationals must pay a tax of 20% of their income during the first six months), if applicable. It will also be allowed to fund one annual trip for the postdoctoral fellow to his or her home country as part of the project's expenses.

Whenever the postdoctoral fellow has his or her own FONDECYT Postdoctoral project/CONICYT postdoctoral scholarship, the Research Team Project cannot finance his



or her professional fees. Funding can be received for operating expenses and travel for presenting results in congresses or stays abroad, for conducting stages of his or her research or for learning methodologies on topics related with the Research Team Project that are not covered with funds from his or her own project or scholarship.

### **Thesis Fellows**

Projects may allocate funds for paying incentives and professional fees to students working on their thesis or degree research within the framework of the Research Team Projects. They may not exceed CLP \$6,000,000 (six million Chilean Pesos) per year per student.

Undergraduate thesis fellows may be paid incentives and professional fees for a maximum of 12 months. Master thesis fellows may be paid incentives and professional fees for a maximum of 24 months and doctoral fellows for a maximum of 36 months.

Doctoral and master thesis fellows holding a scholarship funded by CONICYT, or by another public and/or private organization, may not receive professional fees from the Research Team Project budget, except if the work developed by the scholar in the Research Team Project is directly linked to his or her field of research and if they comply with the time limit established in DS N° 335/10 of the Ministry of Education, and its modifications, on Awarding National Postgraduate Scholarships and the respective guidelines that regulate them and have CONICYT's authorization.

Nevertheless, all thesis fellows may receive financial support from the Research Team Project to cover operating expenses, domestic travel for undergraduate thesis fellows and domestic and international travel for graduate fellows.

### **Research Assistants**

Projects may allocate funds for paying incentives and professional fees to Research Assistants. They may not exceed CLP \$8,000,000 (eight million Chilean Pesos) per year per research assistant. These can only be undergraduate students and/or people with a professional degree who are not in the process of studying/obtaining a postgraduate academic degree.

### **Technical and Administrative Staff**

For technical and administrative staff -either incremental or hired by the main or associate institutions at the time of the award of the project-, the amounts will be assigned in accordance with the category of their work within the project and their time commitment. These must be clearly defined and justified and may not exceed CLP \$12,000,000 (twelve million Chilean Pesos) per year per person. This maximum amount may only be assigned



when the person is solely and exclusively dedicated to the Research Team Project awarded in this competition.

### **Other Professionals**

Professional fees may be requested within the project budget for associate researchers not hired by any of the participating institutions and/or other professionals –non researchers- to perform tasks that are strictly necessary to achieve the project's objectives. If they are professionals hired by public and/or private institutions, their professional fees may not exceed those indicated for associate researchers. If they are professionals not hired by public and/or private institutions, their professional fees may not exceed the amount of CLP \$18,000,000 (eighteen million Chilean Pesos) per year. This maximum amount may only be paid when the person is solely and exclusively dedicated to the Research Team Project awarded in this competition on a full-time basis.

All of these fees should be set in accordance with the position, responsibilities and commitment of these researchers and/or professionals in order to achieve the objectives of the project.

Research Team Projects may allocate funds to cover incentives and professional fees exclusively for those people included in one of the categories mentioned in the Team/Group of Participants section of these Guidelines. People within the Main Institution(s) and/or Associate Institution(s) performing tasks as teaching assistants, lab assistants, academic collaborators, lab technicians, project coordinators or other functions and who participate in the execution of the awarded projects may receive incentives and professional fees as part of the expenses of a Research Team Project as long as they are in one of the categories defined as such by these Guidelines and their participation in the project is justified.

CONICYT will review the amounts for incentives and professional fees requested in the projects and may modify the requests before the agreement is signed.

No project participant will be able to perform duties or receive simultaneous payment for more than one of the categories defined as such by these Guidelines.

All participants who receive fees from the project will need to declare them as such, providing receipts for professional fees, third-party professional fees payment receipts or payroll receipts. Research Team Projects cannot grant scholarships (a subsidy that does not require a statement of expenses) equivalent to those awarded by CONICYT. These will only be acknowledged in cases where the project carries out external competition activities aimed at high school or elementary school students (such as student tournaments) that involve money prizes.



No type of indemnity (for example: substituting prior notice of termination, annual holidays, years of services, others in any event, etc.) is to be paid with funds from Research Team Projects.

### **3.1.2 Operating Expenses (B)**

These encompass all expenses made to develop the project. Among others, they include materials and supplies needed for its execution, as well as specific and individual services (computing, bookkeeping, lab analysis, etc.). They also include purchasing minor instruments, software and minor laboratory supplies (costs of approximately up to CLP \$5,000,000 in one piece of equipment including sales tax), reagents, fungible materials, computer supplies, bibliography, stationary, surveys, meeting costs, field work, transportation, package mailing, etc.

Operating expenses also include budget items within activities such as:

#### **Hiring Studies and Consultancies**

This section covers the costs of hiring consultancies and specific services needed for the development of the project that surpass the capacity available within the Team/Group of Participants. The details of these costs must be included in the project design with their corresponding justification.

#### **Seminars and workshops**

This covers expenses derived from the organization of seminars, congresses, conferences, workshops, work panels or other similar activities required by the project to achieve its objectives and from the dissemination of the project's results in professional and academic media and among other researchers. The organization of national and international workshops and/or symposia may be included here.

#### **Publications and Subscriptions and Payment for Intellectual and Industrial Property Rights**

This budget will be set aside to cover expenses related to the publication of the project's results in mainstream journals, books and/or book chapters and their presentation in scientific dissemination events and any other adequate channel for this purpose. It will also cover expenses for obtaining intellectual property rights (industrial property and copyright) derived from the results or the project, both in Chile and abroad.

#### **Dissemination Activities**

Research Team Projects may also set aside resources from this item to cover dissemination activities for non-academic audiences or at least not of the same discipline(s) as the project, publication of articles in the press, designing and updating web sites, among other activities that will ensure a broad dissemination of relevant project information.





### **Buying Insurance and Medical Examinations**

Expenses for equipment insurance as well as the costs for medical insurance and examinations carried out specifically for field activities will be covered by the resources provided by CONICYT. Travel insurance can be covered for trips made by authorized project participants, as long as they are a strict requirement of the project's objectives.

### **Domestic and International Travel**

Domestic and international travel that is considered to be directly related to the execution of the project and the presentation of its results can be covered for national and foreign researchers participating in the project, as well as for postdoctoral fellows and postgraduate students working on their thesis and foreign researchers who are part of the International Collaboration Network. **Domestic travel** can also be covered for undergraduate students who need to attend congresses, seminars, or other similar events to present their thesis results, to act as visiting researchers in other institutions and/or to develop specific tasks for the project. Only economy-class fares via the most direct route will be accepted, unless the beneficiary certifies some type of physical disability that prevents him or her from traveling in that class. Domestic travel can also be covered for technical staff when needed in order to carry out project activities.

#### **3.1.3 Equipment and Upgrading Infrastructure (C)**

Equipment and their accessories will only be financed if they are strictly necessary for an appropriate execution of the Research Team Project. Costs to be financed include resources for importing, clearing goods through customs, storing, transportation and installation. Resources may be allocated for maintaining and repairing equipment acquired through the project, which cannot exceed 10% of its FOB value. All equipment acquired with project funds must be purchased according to the procedures established in the Procedures Manual for these projects. Costs of maintaining and repairing equipment already in existence in the Participating Institutions may also be included, as long as their frequent use is essential to the project's development. All equipment acquired with project funds must be properly insured with project resources and be operated and maintained according to the technical regulations established in the corresponding equipment manuals. They will become the property of the Participating Institutions and will be distributed among the parties at the end of the project.

This item can also include upgrades to existing physical spaces and setting up new equipment, offices, laboratories and network connections. Equipment and upgrading infrastructure can include related services such as transportation, insurance policies, installation, commissioning, initial maintenance and training, and pre-investment studies in cases where a special need is demonstrated. This item is usually used during the first year of the project, since it is the time when it is estimated that the project should be



implemented. Nevertheless, this item may also be used in the following years of the project's execution, always considering the project's own and exclusive requirements.

The total amount of funds allocated to this expense item may not exceed 20% of the total amount awarded by CONICYT to each project in this competition.

### **3.1.4 Administration Expenses (D)**

Research Team Projects may allocate up to 5% of the total amount awarded by CONICYT to be used to cover expenses in which the Main Institutions incur as a result of executing a Research Team Project. Costs to be covered include utilities (water, energy, communications), incentives and professional fees for administrative and support staff hired by the institutions, outsourcing support services, and renting equipment and real estate belonging to third parties, among others. They also include banking costs for maintaining bank accounts and guarantee bonds.

Administrative Expenses declared by the Institutions as part of a Research Team Projects will need to be differentiated from the contributions committed by those institutions to the project, which are indicated in their respective Commitment Letters submitted at the time of application. Statements of Administrative Expenses must be done following the same procedures established for other expense categories in a Research Team Project.

If the transferred resources are allocated to other ends, different than those indicated in the project (or in the modifications approved by CONICYT), they will need to be reinstated to CONICYT.

## **3.2 Contributions from Participating Institutions**

The Main and Associate Institution(s) must provide resources in cash or in kind to support the achievement of the project's objectives. These contributions may be money or access and use of equipment, physical space, infrastructure, support staff, advice in the applicability and use of results, intellectual property, specific professional support, among other in-kind resources. To that end, PIA will make a Commitment Letter format available, which must be signed by the legal representative of the corresponding institution and submitted together with the application. Contributions from Participating Institutions must be declared and/or rendered on an annual basis.

## **4. PROJECT ADMISSION, EVALUATION, SELECTION AND AWARD PROCEDURES**

### **4.1 Admissibility**

Proposals that fulfil the application requirements indicated in these Guidelines and in the Application Instructions will enter the evaluation process. Projects that do not meet those conditions will not be admissible in this competition and the applicants will be informed so via certified mail.

### **Application Documents**

The documents that must be submitted at the time of application to this competition are indicated below.

- 1) Application Form: This document must be filled out according to the instructions given in these Guidelines and on <http://www.conicyt.cl/pia>, from the moment the competition opens. This form, as well as all other application formats, will be made available for download on the competition's website.
- 2) Commitment Letter(s) from the Participating Institution(s): They must be submitted together with the online application, by the deadline established in these Guidelines and with the signatures of the corresponding legal representatives of the Participating Institutions.
- 3) Reception Letter, Minutes or Approval Letter from the Ethics Committee of the Participating Institution(s) in which studies will be conducted on human beings or on genetic manipulation as part of the execution of a Research Team Project.
- 4) Standard Informed Consent document that will be provided to subjects participating in the study.
- 5) Reception Letter, Minutes or Approval Letter from the Bioethics Committee of the Participating Institution(s) in which studies will be conducted on animals as part of the execution of a Research Team Project.
- 6) Letter Confirming the Reception of Request, Approval Letter or Authorization issued by the regulating institution or other competent authorities in cases in which the Research Team Projects include or involve: a) the introduction to Chile of plant, animal or fungi species; b) studies on protected species, archaeological sites and wild protected areas (SNASPE by its initials in Spanish); c) use of archives with confidential information; d) others; in accordance to the current regulation (General Environmental Framework Law N°19.300 and the National Monuments Law N°17.288, among others).
- 7) Certificate issued by the Institutional Biosafety Committee of the applicant institution(s), in cases in which the Research Team Projects involve managing

pathogens for humans, animals or plants, recombinant DNA and/or radioisotopes, or other risk elements. The Committee will need to certify that it is knowledgeable of the Research Team Project and that during its potential execution it will at least take the measures set forth in CONICYT's "Biosafety Regulations Manual", 2008 edition. If there is no such Committee with this authority, a justified letter signed by the Director of the Research Team Project indicating which measures will be taken according to the specifications in the Manual.

Finally, CONICYT reserves the right to directly request reports and/or rulings from the ethical, bioethical and/or biosecurity perspectives from other institutions if deemed appropriate.

## **4.2 Evaluation**

The evaluation of the proposals will be carried out by foreign experts in the respective fields of study of the submitted projects. These evaluators will be appointed by CONICYT. Each project will be evaluated by a minimum of two evaluators. A third evaluator will be used in cases in which scores are dissimilar enough to grade the project in at least two levels of difference within the same scoring scale (for example, one evaluation qualifying the project as Deficient versus another one qualifying it as Good) or whenever the Panel considers that the score provided and the comments made in the evaluation are not consistent with each other.

The following are the main criteria and corresponding weights on the evaluation of the proposals submitted to the competition.

### **4.2.1 Evaluation Criteria for Research Teams Projects in Social Sciences and Humanities, Open Line**

#### **a) Feasibility (Weighing 10% of the total evaluation)**

This encompasses all aspects that will help determine the feasibility of executing the project within the proposed timeframe. For example, the objectives and planned activities must be coherent with the capacity of the research team, the deadlines set, the resources and facilities available and those requested in the competition. Commitments from both the Main and Associate Institutions will be considered regarding their specific support to the project's execution, by means of infrastructure, participation of technical and/or support staff, and interaction with other researchers belonging to them or to other responsible units.

#### **b) Impact (Weighing 30% of the total evaluation)**

One of the main factors assessed will be the project's relevance and the impacts that the project and its results may have on all scopes required for these projects, such as the field of study and relevance of the research, training of human resources, building national and international networks, disseminating knowledge generated by the project to other public and private academic sectors, to other academic disciplines and to the community in general. The evaluation will also consider if there are commitments or plans to integrate project activities with other actions or programs carried out by the academic unit or institution in general. The project's effects on the work of national and international scientists in the respective academic disciplines as a result of cooperation activities will also be taken into account.

Particular attention will be given to the project's impact on the global framework of development of Social Sciences and Humanities in Chile and its potential impact on the country's economic and/or social development.

**c) Technical Quality of the Project (Weighing 35% of the total evaluation)**

The project's objectives must be consistent with the stated research problem. In addition, the methodology proposed must be relevant to the type of research and its objectives and the hypotheses must be adequately formulated. The problem to be solved must be clearly stated and state of the art knowledge of the academic discipline should be reflected in the proposal. On the other hand, research carried out through this project must have an originality component in comparison to all other similar initiatives in the field of study. It is also crucial that there be consistency between the research objectives, results, and activities of the project and those focused on training of human resources, national networking, dissemination of results and international collaboration.

**d) Capacity and Experience of the Work Team (Weighing 25% of the total evaluation)**

The project Director and principal investigators will need to have capacities and knowledge, demonstrated through their scientific productivity and other background information, depending on each case, of their expertise in the project's field of study. If they have a previous history of collaboration -be it in the presentation or execution of other projects, co-authoring publications in general, co-authoring thesis, etc.-, this should be expressly indicated as it will be favorable in this evaluation. In addition, researchers must be able to commit actual dedication to the project and ensure that they will be able to allocate enough time to achieve its objectives.

A multidisciplinary team, in accordance to the project's objectives, will be considered a significant factor in this criterion.

**4.2.2 Evaluation Criteria for Social Sciences and Humanities Projects in the Public Policies Line**

These projects will be evaluated according to the same criteria that apply for those of the open line, except for the changes stated below.

**a) Feasibility (Weighing 10% of the total evaluation)**

It will consider the same factors of the previous line, but with special emphasis on the degree of commitment of the public and/or private institutions that may directly benefit from the development of the project.

**b) Impact (Weighing 30% of the total evaluation)**

It will consider the same factors of the previous line but will include, to a significant degree, the possible impact of the project's results and knowledge transfer on public policies and the future development of the country.

**c) Technical Quality of the Project (Weighing 35% of the total evaluation)**

It will consider the same factors of the previous line, but will assign significant weight to the quality and consistency of specific activities aimed at promoting the application of the research results in activities that will directly contribute to the improvement of public policies. It will also consider the project's relevance to the priority areas mentioned in section 1.1. Particular attention will be given to concrete plans to establish links with public and/or private institutions that could potentially facilitate the implementation of innovation in public policies.

**d) Capacity and Experience of the Work Team (Weighing 25% of the total evaluation)**

It includes the same factors as the previous line, but gives significant consideration to the history and/or experience researchers may have in developing public policies, whether directly or through effective links with people or institutions responsible for generating and/or executing public policies. Multidisciplinary teams will have an important advantage for projects presented under this line of funding.

#### 4.2.3 Scoring Scale

Each of the previous evaluation criteria will be graded on a scale from 1 to 100 points as follows:

- Does Not Qualify – 1 to 9 points: The proposal does not comply with /or approach the criterion under analysis or cannot be evaluated due to the lack of background information or to incomplete information.
- Deficient - 10 to 29 points: The proposal does not comply with /or approach adequately with the aspects of the criterion, or presents serious inherent deficiencies.

- Fair – 30 to 49 points: The proposal does comply with/approach in general terms the aspects of the criterion, but there are important deficiencies.
- Good – 50 to 69 points: The proposal correctly complies with/approaches the aspects of the criterion, although it requires certain improvements.
- Very Good – 70 to 89 points: The proposal does comply with/approach the aspects of the criterion in a very good way, although some improvements are possible.
- Excellent – 90 to 100 points: The proposal does comply with/approach the aspects relevant to the criterion in an outstanding manner. Any weakness is minor.

The minimum selection score for each of these criteria will be 50 points. If any of the criteria obtains less than 50 points, that is if it falls under the “Does Not Qualify”, “Deficient” and/or “Fair”, and its justification is considered consistent with the score given by the International Panel, the proposal will not be considered for an award.

#### **4.3 Pre-Selection, Selection and Award**

The pre-selection of proposals will be in the hands of an International Panel of experts appointed for this purpose by CONICYT. The Panel will carry out the following actions:

- Review all available documents on the proponents and information on the projects considered admissible to this competition;
- Help search for external evaluators for projects according to their field of study that can provide reviews in the timeframe required and/or issue joint evaluations for a project in case one of them is missing at the time of their meeting in Chile.
- Examine the consistency of the grades with the comments made by external evaluators and the quality of the given reviews;
- Rank the proposals according to the score obtained from the external reviews and from additional criteria, clearly explained, agreed by the Panel itself;
- Recommend the projects it considers eligible for an award from this competition with the corresponding justifications, also proposing a minimum score for recommended projects to receive funding;
- The Panel will also be responsible for pointing out any projects which, given their good quality, despite having obtained a lower score, should be waitlisted for financing in case budget becomes available for them before the end of the corresponding fiscal year.

The Panel decisions and their corresponding justifications will be explicitly declared in the Pre-Selection Minutes signed to that end. These Minutes will be reviewed by the Advisory Council of the Associative Research Program in order to recommend the final selection of projects considering the suggestions made by the Panel.





Should Pre-Selection Minutes indicate two or more equally scored projects, but lacking available funds to finance them all, this Council will be able to use additional criteria to prepare its final recommendation such as the expertise of the participants, their performance in previous projects, alternative funding for specific topics and fields of study both in the national system and in international funds and the project's national impact, among others. The Council decisions, the criteria used and their respective justifications will be explicitly declared in the Selection Minutes signed to that end.

The final decision on awards to projects will be made by CONICYT through the corresponding resolution.

Nevertheless, a waiting list will be generated for projects that cannot be financed despite deserving it due to their quality. Should there be one or more projects eligible for funding which, because of their own reasons or explicit incompatibilities, forfeit their right to funding -thus releasing resources-, this will allow projects listed immediately below the financing limit to access these funds.

The ruling of the competition will be published on the CONICYT website and will be communicated to the principal investigators and legal representatives of the participating main and associate institutions via certified mail.

Likewise, CONICYT reserves the right to demand new modifications in the final submission of the project as a condition to receive the award, especially regarding adjustments to the budget, the composition of the Team/Group of Participants and the planning of proposed activities.

## **5. RIGHTS AND OBLIGATIONS OF BENEFICIARIES**

### **5.1 Agreements**

Once the approved projects have been notified and potential reformulations requested by CONICYT have been approved, the agreements between CONICYT, the Main Institution and the Associate Institution(s) must be signed. These agreements will expressly set forth the rights and obligations of each party, its duration and all clauses that safeguard the compliance with the objectives of this competition. The deadline for the parties to sign the agreements will be December 31st, 2014.

In addition, these institutions will need to attach to the agreement a certificate of their inscription in the Central Registry of Collaborators with the State and Municipalities, an essential requirement in order for CONICYT to transfer the funds according to the mandates of Law N°19.862.



These agreements will specify CONICYT's right to carry out inspections on the progress of the projects through whomever it appoints for this purpose. The Main and Associate institution(s) will need to facilitate supervision and follow-up activities. CONICYT may suspend its contribution and establish the early termination of projects that present an unsatisfactory performance.

## **5.2 Fulfillment of Institutional Commitments**

### **5.2.1 Contributions from Participating Institutions**

Participating Institutions must be bound to fulfil the commitments and provide the contributions committed to in their Commitment Letters, which are to be submitted as part of the application for a Research Team Project. They must submit accounts rendered of the contributions committed for the development of projects.

### **5.2.2 Equipment**

All equipment purchased with project funds must be properly insured with project resources or with resources of the participating institution(s). They will become the property of the Participating Institutions and will be distributed in accordance to their decision at the end of the project. During the execution of the project, equipment purchased with its funds must be made available to the participants in facilities accessible to them.

### **5.2.3. Retaining Participants**

Participating Institutions must guarantee the retention of participants relevant for the project and their time commitment to it in relation to the achievement of the project's objectives.

Principal Investigators must commit to remain in the country until the project is complete and for at least eight months during each year of the project's execution. The project Director may request authorization from CONICYT to grant a leave of absence for Principal Investigators to be absent from the country for more than four months. The authorization must be duly justified and made via a letter. The Associative Research Program will evaluate the request and may authorize stays abroad that exceed these time limits.

If the Project Director changes institutions before or during the execution of the project, he or she must notify CONICYT. If CONICYT accepts the project's execution in the new institution, it will become the new Main Institution with all of the rights and obligations of the originally financed institution. Nevertheless, it will still need to comply with the original requirement of having the Director and Deputy Director with full-time contracts in the Main Institution.

#### 5.2.4 Guarantees

The Main Institution will need to provide a guarantee of faithful completion of the contracted commitments and of the correct use of anticipated funds, if applicable. This guarantee can be a performance bond, an insurance policy of immediate execution or a demand note for an amount equal to that of the transferred funds. This guarantee will be returned by CONICYT once the corresponding statement of expenses and technical report have been received and approved. Guarantees must be valid until at least 60 calendar days after the project's statement of expenses has been submitted. CONICYT may demand that the guarantee's validity be expanded or renewed if necessary.

No guarantees will be required from public institutions acting as Main Institutions, in accordance to Dictate N° 15978/10 CGR.

#### 5.2.5 Publications and Results

At the end of the three-year period, each Principal Investigator should present the following results:

- 1) At least one manuscript accepted in scientific publications indexed in the WOS Core Collection, SCOPUS and SCIELO bases, or their equivalent according to the nature of the field of study, in which the Principal Investigator is the first or main author.
- 2) In addition, the collaborative work among Principal Investigators must be reflected in at least two publications other than the above mentioned accepted manuscript, in which researchers belonging to this category are listed as co-authors.
- 3) Showing results of the efforts to educate undergraduate and postgraduate students and to train young researchers. This may be done through joint publications, tutoring or co-tutoring of thesis or degree research, seminars to obtain an undergraduate degree under the auspices of the Research Team Project, and/or through presentations in scientific events as well as other education and training activities.
- 4) Complying with carrying out at least one annual activity, which must be duly documented, to disseminate the Research Team Project.
- 5) Showing international collaboration through one of the following activities: stays of visiting foreign researchers in the project, signature of agreements, joint

tutoring or joint authorship with foreign researchers belonging to the International Collaboration Network of the Research Team Project, among others.

- 6) Projects submitted under the innovation in public policies line will need to show evidence of their approach and collaboration with public institutions and transfer of results achieved during the execution of the project.

All publications, presentations in Social Sciences and Humanities events, thesis, degree research and other documents resulting from the project will need to include in their acknowledgements the CONICYT acronym, the PIA acronym and the code for the Research Team Project.

Other direct results of the activities carried out during the project's execution must be informed to the Associative Research Program, be they related to the development of a specific know-how, contracts and alliances with other institutions, technology transfer, creation of services, etc., through the Technical Reports or other reports required by the PIA.

#### **5.2.6 Intellectual and Industrial Property**

The inventions, technological innovations or procedures that result from the projects will be the property of participating researchers, who will be able to share them with the participating institution(s), in accordance with the terms of the agreement and the participating institutions' own regulations.

## **6. DISBURSEMENTS**

The first disbursement of resources for the project's execution will depend on the award conditions, budgetary availability in CONICYT, the full processing of the agreement and the availability of a bank account to be exclusively used to manage project funds.

If the Main Institution is a public institution, it will need to comply with the instructions given by the Office of the Comptroller General of the Republic and request authorization to open a bank account to be exclusively used to manage the full amount of resources transferred by CONICYT within the framework of the corresponding agreement. The terms of such a request must be approved by CONICYT before its submission to the Office of the Comptroller General of the Republic.

If the Main Institution is a private institution, the disbursement of resources will be subject to the submission of a guarantee for the full amount of the resources to be transferred and with the validity set by CONICYT.

The following installments will be transferred annually by CONICYT subjected to the to the submission of a guarantee if corresponds, to the approval of the technical-scientific information provided in the way defined by CONICYT (annual Technical Report, field visit of the evaluator(s) and/or member(s) of the International Panel and/or presentations on specific topics) and to the submission of the statements of expenses of the period to CONICYT.

It is forbidden to invest any funds transferred by CONICYT in any type of financial instrument, be it of fixed or variable return and short or long-term (mutual funds, stocks, fixed-term deposits, bonds, etc.).

## **7. PROJECT FOLLOW-UP AND CONTROL**

### **7.1 Follow-up and Control of Execution**

CONICYT, with the support of the Advisory Council of the Associative Research Program and other national and foreign experts, will supervise the execution of projects. Special attention will be given to aspects such as: Evidence of project execution and consistency with the proposed budget, scientific validity, and documents of its financial execution and bookkeeping, consistency between physical investment and actual expenses with those declared, etc. Projects may be rescheduled, or make changes in their personnel and budgets as well as any other changes, due to justified reasons, as a means of adapting its execution to the progress in research and to scientific evaluation with prior authorization from CONICYT, through the Associative Research Program.

The main institution will need to submit scientific-technical progress reports on all aspects of the project, at least on an annual basis, and their contents will be defined by the Program according to the time of year in which they need to be submitted. They may be replaced by presentations on specific topics or general progress presentations to national and international evaluators visiting the project by request of the PIA.

The main institution will also need to submit statements of expenses at least annually in those dates established by mutual agreement, using the date of the first disbursement from CONICYT as the starting date for the project. The continuity of the project and, consequently, the disbursements for the following stage will depend on the approval of those reports, the reception of the Annual Plan of Activities and the reception of the statements of expenses or accounts rendered.

The corresponding statements of expenses as well as the basic procedures for the execution of the project must be done according to instructions provided by the Procedures Manual.



The scientific-technical reports must be presented in the formats provided and following the instructions that will be delivered by the Associative Research program to that purpose.

During the course of the project's execution, CONICYT, through the Associative Research Program, reserves the right to carry out in situ financial audits of the projects as well as to arrange visits by national and international specialists and to request presentations and/or additional information, previously coordinating dates with the project Director.

The scientific-technical reports must also include expected results and achievements of the development of the project and the indicators and verification methods for these results, as part of the requirements for the follow-up and evaluation of the project's progress.

The Director of a Research Team Project may request to the PIA an extension of the deadline to submit Technical Reports, providing justified reasons to do so, which will be evaluated by the Program. Also, he/she will be able to reformulate the objectives, rename members of the research team, make changes in the budget, among other changes, under justified reasons. Once the requirement is evaluated by the program this will answer officially through a letter addressed to the project Director.

## **7.2 Project Completion**

A project will be considered as completed when its committed objectives and results are achieved to CONICYT's satisfaction, and when the final technical report and statement of expenses for the transferred resources have been approved and the respective settlement has been signed.

Two months before the end of the third year of execution of the project, the Director of a Research Team Project may request to the PIA a six-month extension, which will be evaluated by the Program and communicated via an official letter to the project as well as internally to CONICYT's Legal Department. Should it be necessary to extend the project's execution for more than six months, the Director will need to send a request indicating the new deadline and the reasons for requesting it. This request will be evaluated by the Program in light of the background available. If the request is approved, the PIA will request CONICYT's Legal Department to issue the corresponding resolution approving the deadline extension for the project's execution. In both cases, it will be necessary to comply with the indications set forth in section 5.2.4 of these Guidelines regarding guarantees.

## **8. PROJECT APPLICATION PROCESS**



The submission of projects for this competition will be preferably done online. To that end, the instructions and reference documents (Guidelines and Application Forms, among others) will be made available on the competition's website: <http://www.conicyt.cl/pia>. In order to avoid jamming the application system, it is suggested to apply online in advance, once the forms are complete and all of the information regarding your project is ready.

The original institutional Commitment Letters signed by the corresponding legal representative(s) must be attached to the online application and addressed to the Associative Research Program.

Likewise, according to the characteristics of each project, all necessary Letters, Minutes and/or Certificates signed by the competent authorities and/or corresponding committees will need to be attached to the online application, as required in section 4.1 of these Guidelines that refers to Admissibility Procedures.

If the application is submitted in print, the commitment letters of the participating institutions, minutes and/or certificates must be attached in their original forms and sent to the Associative Research Program, addressed to Concurso de Proyectos Anillos del Programa de Investigación Asociativa, Moneda 1375, 5° piso, Santiago Centro. This application must be submitted within the same deadlines for the competition and must include a printed copy of the application form available on the competition website <http://www.conicyt.cl/pia> and a digital version (in CD) as both will be considered as the official project application.

## **8.1 Deadlines**

The online application deadline for this competition is the date indicated in the announcement placed in a national circulation daily.

Documentation relative to Bioethical certifications, Biosecurity and all those indicated in numbers (3) to (7) of clause 4 can be delivered in print to the "Concurso Anillos –Programa de Investigación Asociativa", within 30 current days after the date of closure of the contest call and its reception will be condition prior to the contest awarding.

## **8.2 Fulfillment and Interpretation of the Guidelines**

Proposals that do not fulfill all of the specifications set forth in the current Guidelines, the Application Instructions and their corresponding interpretations will not be accepted. Projects must be submitted in the pre-established forms, without modifying their structure or the maximum specified length for each section.





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CONICYT reserves the right to define the sense and scope of this competition's guidelines whenever applicants manifest doubts or conflicts.

### **8.3 Questions and Clarifications**

Questions must be made through [www.conicyt.cl/oirs](http://www.conicyt.cl/oirs).

Questions will only be answered until three days before the competition's closing date. Answers to frequent questions will be published on a weekly basis on the competition's website as Frequently Asked Questions and will be considered an integral part of the corresponding competition guidelines.

Any potential modifications or clarifications to the Guidelines or the application instructions will also be posted on the competition's website.

### **8.4 Forms and Guidelines**

Project application forms and instructions and their respective appendices are available on the <http://www.conicyt.cl/pia> website from the July 18<sup>th</sup>, 2014.