

LUISS



“PRODIGEES”

Promoting Research on Digitalisation in Emerging Powers and Europe Towards Sustainable Development Grant Agreement No 873119

UPC: I45F20000440006

Open call for mobility grants (Outgoing secondments)

YEAR 2024

HAVING regard to Law No. 168 of 9 May 1989;

HAVING regard to the Statute of the Luiss University Guido Carli;

HAVING regard to the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers;
HAVING regard to the Luiss University Guido Carli's Regulation on PhD Study Programs issued with D.R. n. 27 of March 15, 2022.

HAVING regard to the Luiss University Guido Carli's Regulation on Research grants issued with D.R. n. 33 of February 19, 2021;

HAVING regard to Law No. 240 of 30 December 2010, and in particular article art. 6 and 18, par. 5, providing about the legal status of full professors and researchers and the participation in groups and research projects of the university, whatever the funding body, and its development of research activities at universities;

HAVING regard to Luiss Guido Carli's Research Grant Regulations issued by Rectoral Decree No. 162 of 14 July 2011, and subsequent amendments;

CONSIDERING the resolution of the Council of the Department of Political Science, the Academic Senate and the Executive Committee of Luiss Guido Carli, respectively dated September 21, 2023, September 26, 2023, and October 24, 2023;

HAVING regard to the Grant Agreement number: 873119 – PRODIGEES – H2020-MSCA-RISE-2019 and the related Consortium Agreement and Partnership Agreement.

regard to the Description of the action titled “Promoting Research on Digitalisation in Emerging Powers and Europe towards Sustainable Development” – “PRODIGEES” which constitutes the Annex I to the above Grant Agreement.

HAVING regard to the Estimated budget of the action “PRODIGEES” which constitutes the Annex II to the above Grant Agreement.

HAVING regard to the subsequent amendments to the above-mentioned Grant Agreement and updates to the Annex 2 to the Grant Agreement Nr. 873119.

VERIFIED the availability of the external funds to cover the secondment periods which are the subject of the present call without any further financial obligations in charge of Luiss University Guido Carli.

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The present call for applications is issued for the purpose of the action “PRODIGEES”, with the aim of promoting and implementing secondment periods of staff members from Luiss University Guido Carli to host Third – Country partner organisations, in accordance with the provisions of the Grant Agreement, in particular, with the enclosed Secondment Plan.

BRIEF DESCRIPTION OF THE ACTION:

Digitalisation for sustainability

Digitalisation and sustainability are two of the biggest buzzwords today. The EU’s digital transformation and digital policies and initiatives should support the region’s sustainability goals. The EU-funded “PRODIGEES” action will promote international collaborations and the sharing of knowledge on (global) governance and the conditions to shape digitalisation towards the Sustainable Development Goals in the 2030 Agenda. Its aim is to generate a better understanding of digital transformation processes and exponential technologies and their impact on sustainable development in different world regions and shape technology at an early stage of development. The action will focus on the exchange of ideas between academic institutions that deal with sustainability and digitalisation issues in the EU (Italy and Germany) and emerging powers from the Global South (Brazil, India, Indonesia, Mexico and South Africa).

The funding scheme is the MSCA-RISE - Marie Skłodowska-Curie Research and Innovation Staff Exchange (RISE). It funds short-term international and inter-sectoral exchanges of staff members involved in research and innovation activities of participating organisations. The aim is to develop sustainable collaborative projects between different organisations from the academic and non-academic sectors (in particular SMEs), based in Europe and beyond. Exchange staff benefits from new knowledge, skills and career development perspectives, while participating organisations increase their research and innovation capacities.

Within the PRODIGEES Consortium and Partnership, Luiss University Guido Carli has planned out-going secondments of its staff members to the following host Third Country - partner institutions:

- Stellenbosch University, Stellenbosch, South Africa (hereinafter referred to as “SU”) belongs to world-class research institutes in South Africa. The university boasts a number of major initiatives, including the Computational Social Science Research Group, the Cognition and Technology Research Group, and the Research Alliance for Disaster and Risk Reduction (RADAR), which taps into Big Data in relation to disaster risks.
- Center for Strategic and International Studies, Jakarta, Indonesia (hereinafter referred to as “CSIS”) is, according to the Global Go To Think Tank Index 2018, the first think tank in Southeast Asia and the Pacific. This position reflects the experience of CSIS researchers and the exemplary infrastructure at its disposal. CSIS has prioritized its international perspective, providing the opportunity for dialogue and research cooperation with individuals from other institutions or with individual policy makers. CSIS maintains regional partnerships in the Asia Pacific region with leading institutions and think tanks interacting with intergovernmental activities. CSIS has significantly contributed to various multilateral regional institutions

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such as the ASEAN Institute for Strategic and International Studies (ISIS), the Pacific Economic Cooperation Council (PECC) and the Asia Pacific Security Cooperation Council. (CSCAP).

- Fundação Getulio Vargas, Rio de Janeiro, Brazil (Hereinafter referred to as “FGV”) ranks 1st in the list of the best Think Tanks in Central and South America and 6th in the list of the best Think Tanks in the world (Global Go To Think Tank Index Report 2018). FGV has a rich tradition of research training for qualified professionals who hold national and international leadership positions.
- Instituto Mora, Mexico City, Mexico (Hereinafter referred to as “MORA”) belongs to Mexico's leading research and higher education institutions with a 38-year institutional trajectory on international development cooperation and expertise on the historical and political dimensions of social and economic change both in Mexico and other emerging powers. MORA builds on its expertise in consulting in partnership with the Mexican Agency for International Cooperation (AMEXCID), which is tasked with monitoring the progress of the 2030 Agenda in Mexico. As head of the Mexican branch of the "Network of Southern Think Tanks (NeST)", MORA has access to research institutes in Latin America.
- Research and Information System for Developing Countries, New Delhi, India (hereinafter referred to as “RIS”) is an autonomous policy research institute with a robust international network, including a partnership with UNESCO for research on “Biotechnology Capacity in Asia”. The four pillars of research at RIS are Global and Economic Governance and Cooperation; Trade, Investment and Economic Cooperation; Trade Facilitation, Connectivity and Regional Cooperation; and New Technologies and Development Issues.

In line with the Secondment table, Luiss planned a total number of 44 months for outgoing secondments of its selected staff member to the premises of these host partner institutions.

This total number of months is specifically distributed as it follows, and it is referred to out-going secondments which have to take place during the entire duration of the action in accordance with the Secondments Table. The end date of the action was extended to June 30, 2025.

Total person-months for outgoing secondments	South Africa (Stellenbosch)	Brazil (FGV)	Indonesia (CSIS)	Mexico (Instituto Mora)	India (RIS)	TOTAL
Total Package available for LUISS	20	5	7	2	10	44

This call covers a total expected number of 33 (thirty-three) months of secondment for the year 2024 which are distributed for hosting TC partner institutions as it follows in accordance with the secondment table enclosed in the GA.

Total person-months for outgoing secondments – YEAR 2024/2025	South Africa (Stellenbosch)	Brazil (FGV)	Indonesia (CSIS)	Mexico (Instituto Mora)	India (RIS)	TOTAL
per host organisation	16	5	7	2	3	33

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ELIGIBILITY REQUIREMENTS:

To participate in the action “PRODIGEES”, applicants must be research staff members:

To be a research staff member means to have a legal link (employment contract, fellowship or other) to the Luiss University (e.g., employee with a contract, student enrolled in a Ph.D., specifically been in the first three /four years of his/her doctoral degree, etc.).

Research staff members to be eligible to apply must fulfill the following requirements:

1. Be one of the following:

- an **‘early-stage researcher’** or
- an **‘experienced researcher’**

Applicant as ESRs must be, at the date of secondment, within the first four years (full-time equivalent research experience) of their research career and not have a doctoral degree. **They prove their active engagement with a registration for a Ph.D.**

Applicant as ERs must, at the date of secondment, be in possession of a doctoral degree or have at least four years of full-time equivalent research experience. **They justify their eligibility with a contract (working or similar contract).**

Years of ‘research career’ are counted from the date on which the researcher obtained the degree entitling him/her to embark on a doctoral programme (either in the country in which it was obtained or in which s/he is recruited or from where s/he is seconded) – even if a doctorate was never started or envisaged.

The legal link of the applicant to the Luiss University must be in force at least one month (or two, depending on the working/employment time) as specified in the next paragraph and after the end of the secondment period.

2. Be actively engaged in or linked to research and/or innovation activities at Luiss University Guido Carli for:

- at least 1 month prior to the first period of secondment if working full time and continuously with Luiss University Guido Carli, or;
- at least 2 months prior to the beginning of the secondment if working part-time, with Luiss University Guido Carli.

Please note that for applicants who are working part-time with Luiss University Guido Carli, at the stage of the application are required a change of their relationship (i.e., conclude a supplementary agreement to allow the secondment to be implemented on a full-time basis).

ANCILLARY RELEVANT OBLIGATIONS:

Applicants must:

1. Be able and willing to work full-time (100%) during the secondment for its duration.
2. Having research interests in topics related to the action “PRODIGEES”.

The above listed conditions **are intended to be cumulatively.**

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DURATION

A researcher can be seconded several times as long as the sum of all of his secondments does not exceed the maximum (12 months).

A secondment has to be a minimum of one (1) month (30 days) and maximum up to the number of person-months available for each hosting institution as it is reported in the table above.

It is strongly recommended setting the beginning date of a secondment considering the time needed that several administrative procedures, such as obtaining a visa and an invitation letter, can take 90 days or more.

SUSPENSION

Secondment cannot be suspended but stays at the hosting TC partner institutions may be splits in several periods. In this case, summing up all the split stays, the overall duration of the secondment must be at least one month and not last longer than 12 months.

Split stays are exceptional and upon approval from both supervisors and if needed from the coordinator's advice. However, split stays are allowed if the eligibility requirements remain fulfilled and they will take place not over the duration of the action "PRODIGEES".

IN-BUILT RETURN MECHANISM

Related to the secondments is the in-built return mechanism. This means that after the secondment, the exchanged staff members will (at least) keep the working conditions they had prior to the secondment and can return to the sending organisation to transfer knowledge and experiences. This does not prevent the seconded staff members from accepting other job offers, but it requires the sending Institution to put in place all necessary measures to ensure the return of the staff member and/or transfer of knowledge.

APPLICATIONS

Applications must be sent through the online form available on the Luiss website at the following link: <https://www.luiss.it/ricerca/bandi-di-selezione> without exception within 30 days of publication of this notice, at 12 pm (CEST, UTC+2).

The following documents must be attached to the application:

- Curriculum Vitae providing in details qualifications and experience which are relevant for the application;
- Research plan (200-500 words) that identifies on which scientific deliverables will work and to which part of the research project you will contribute;
- PhD Registration Certificate for applicants as ESRs. No self-certification attesting their status are allowed.
- Copy of Doctoral Degree/ PhD certificate or copy of a contract (working or similar contract) proving the possession of at least four years of full-time equivalent research experience at the date of the secondment, for applicants as ERs.
- Declaration of willingness to work full-time (100%) during the secondment for its duration.
- Copy of a valid identity document.

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After the submission of the online application, candidates will receive a confirmation message at the e-mail address indicated. In case of non-receipt of the e-mail, it is possible to contact the Research and Third Mission Office (06.8522.5440 - ricerca@luiss.it).

Incomplete applications or applications sent and not received by the deadline will not be considered. Luiss Guido Carli declines all responsibility for non-receipt of applications deriving from any causes attributable to third parties, fortuitous events or force majeure.

EVALUATION COMMITTEE AND PROCEEDING

The evaluation of the staff members eligible for the secondments will be carried out by a specially appointed Committee.

The evaluation Committee consists of 3 members:

- the Project Scientific Coordinator on behalf of Luiss Guido Carli University or her delegate which is the Chairman.
- The Director of the Department of Political Science to which mainly the action “PRODIGEES” belongs or her Delegate as component.
- Another component member and one other substitute member jointly appointed by the first two.

The evaluation will be preliminary focused on the formal verification of the applications submitted and the possession of the eligibility requirements by the applicants whose applications were formally accepted.

The evaluation of the eligible applicants will be based both the curriculum vitae and the research plan respectively submitted, in accordance with the evaluation criteria as they were established by the Evaluation Committee after the form exam of the applications.

Evaluation is not based on interview, too. However, the evaluation committee reserves the right to hold cognitive interviews with one or more of the applicants if additional information are needed on the proposed research activities and the sustainability of the secondment, for the final ranking.

Interviews can be conducted remotely, in person face-to-face at a designated location or electronically through a suitable application. In this case, it will be the candidates' care and responsibility to equip themselves with the appropriate IT tools and internet connection.

The Evaluation Committee reserves the right to refuse researcher whose research plan does not match Luiss' research fields and/or do not meet Luiss' standards.

The final ranking will be formulated by the Evaluation Committee, based on the curriculum, the research plan and the outcomes of the interviews (if any).

The final ranking will establish the hosting institution and the assigned number of person-months for each secondment per eligible applicant.

The Evaluation Committee reserves the right to reduce or increase the number of expected person-months for the secondment(s) by the eligible applicants, if it needs to allow the most applicants to benefit of a period of secondment within the action “PRODIGEES”.

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The assignment of the person-months to the eligible applicants will be based on the number of eligible applications and up the maximum number of person-months available per host Institution and the total number of person-months granted by the action “PRODIGEES” as it is managed by Luiss Guido Carli University as well as on correspondent available budget to cover them.

The Evaluation Committee’s final decision is unappealable.

EVALUATION OUTCOMES

The outcome of the evaluation procedure and the final ranking are published on the Luiss website at <https://www.luiss.edu/research/recruiting-calls>, as well as the call for applications, the list of candidates called to the interview and the timetable and the method/location of the interview.

The results publication on the Luiss website has the value of notification in all respects.

The above ranking will remain valid until the end date of the secondments which were planned for the year 2024/2025.

The eligible researcher will be notified at the ordinary e-mail address provided when submitting the application. After the publication of the Evaluation results, the selected researchers have to get in contact with the local representative at the hosting TC partner organisation / host institution to get confirmation of their secondments.

OBLIGATION OF THE HOST TC PARTNER INSTITUTION

A seconded researcher can request to the host institution to provide a minimum support for the secondment. The host institution has to provide at least a desk, an internet access, a library access and an access to other facilities usually available to regular employees.

Moreover, they have to provide support in legal procedure related to the secondments, in particular, immigration procedures applicable.

Finally, they are not obligated to provide housing to the seconded researcher. They may nonetheless help the researcher finding one. Seconded researchers are solely responsible for arranging their accommodation during their stay.

DOCUMENTS VERIFICATIONS

Luiss University Guido Carli reserves the right to carry out checks on the documentation attached to the applications submitted. In case of discrepancy between what has been declared and what has been ascertained, the benefit paid will be revoked, in addition to the obligations required by current legislation.

GRANTING OF THE SECONDMENT

The eligible researcher will be afforded the following benefits:

Financial support consists in a monthly top-up allowance .

It is a unit cost of € 2.100 per person-month of the secondment, to be fully used to support travel, accommodation, and

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subsistence costs during the secondment.

The researcher's salary or any other type of remuneration that the researcher might be receiving normal remuneration is not covered by the EU Contribution (grant).

Luiss Guido Carli University is expected to continue to pay it as before, during the stay abroad of the researcher.

The top-up allowance to the benefit of the researcher shall be paid according to the internal practice and the Italian Law in force.

No cumulation with mobility support from other EC grants than the "PRODIGEES" grant. It is not possible to cumulate multiple travel and personnel costs during secondment fundings from the European Commission.

A letter that will confirm the amount of the grant for the secondment will be provided in order to ask for obtaining a visa by the sending Institution (Luiss Guido Carli University) after that an invitation letter was issued by the host Institution. The Invitation letter has to that confirms the secondment and its duration. It has to contain at least a statement that the host institution will welcome the researcher, by mentioning its name, the dates of the secondment, and the person in charge of the supervision.

RESPONSIBILITIES OF THE RESEARCHER DURING THE SECONDMENT

Researchers are expected to produce, during their secondment, one or more of the scientific outputs related to a work package and task of the research program. The outputs can be drafts, submitted or published materials.

Besides, researchers have to upload, in open access as soon as possible and at the latest on publication, an electronic copy of the published version or final peer-reviewed manuscript accepted for publication.

Examples of scientific outputs:

- A post-trip report outlining the research and training activities while on secondment (within 30 days after the end of the secondment) *.
- Timesheets*.
- Articles for publication in peer-review journals.
- Chapters of edited volumes.
- Ph.D. dissertations.
- Proceedings and working papers.
- Conference papers and seminar presentations.

* Mandatory output

INCOMPATIBILITY

Depending on the type of contract proving the researcher's active engagement with Luiss Guido Carli University and based on the obligation of working full-time (100%) during the secondment for its duration, Luiss University will take all supplementary measures to allow the secondment to be implemented on a full-time basis.

RESCHEDULING A SECONDMENT

The period of secondment must be for a duration of person-months as they were assigned by the evaluation committee.

Therefore, rescheduling a secondment may be requested by the applicant.

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Some variations may be accepted by the sending Institution upon previous request of the researcher such as:

- To move the begin and end date of a secondment without altering the duration and/or destination
- To extend the duration of the secondment as long as Luiss Guido Carli University has budget left and the total duration does not exceed twelve (12) months.
- To reduce the duration of the secondment as long as it does not affect the quality of the research and the resulting secondment lasts at least 30 days.

No autonomous action is allowed to reschedule the secondment. It is mandatory to contact the Research and Third Mission Office prior to rescheduling it.

PROCESSING OF PERSONAL DATA

Pursuant to article 13 of Legislative Decree No. 196/2003 (hereinafter the "Data Protection Code") and article 13 of Regulation (EU) 2016/679 (hereinafter "GDPR 2016/679") on the protection of persons and others with regard to the processing of personal data, the personal data provided by candidates will be processed in compliance with the mentioned legislation and confidentiality obligations.

The data will be collected by Luiss Libera Università Internazionale degli Studi Sociali Guido Carli, with registered office at Viale Pola 12 in Rome, the controller with regard to the data in question, and processed for the purposes of managing this selection procedure and the awarding of the scholarships.

OTHER RULES

For all matters not specifically addressed in this call, reference is to be made to the relevant EU and Italian national laws and regulations in force.

THE GENERAL MANAGER
Giovanni Lo Storto

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