

GUIDE FOR APPLICANTS 2011

CNIC IIF

**CNIC International Incoming
Fellowships for Young Group Leaders**

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FIGURE 1. LIFE CYCLE OF A CNIC IIF CALL

THE ESSENTIALS

Purpose

The CNIC International Incoming Fellowships for Young Group Leaders Programme aims to increase the mobility within Europe of experienced researchers in the cardiovascular research area. The programme has been designed to support transnational mobility of researchers and to broaden and deepen their individual competence, particularly in terms of acquisition of complementary skills needed to attain or strengthen a senior independent position in biomedical research.

Structure

The present call offers six fellowships: 4 Starting Fellowships (SF) and 2 Advanced Fellowships (AF). In both cases. A maximum number of six fellowships will be awarded: four Starting Fellowships and two Advanced Fellowships, in each call.

Duration

Each fellowship will be awarded for a period of three years. Candidates will start within two months of the acceptance of the fellowship.

Who can apply?

Experienced researchers of any nationality, who move from any country to the CNIC (Spain). To be eligible, researchers must, at the time of the deadline for submission of their individual fellowship application, fulfil the following requirements:

- 1) Hold a PhD/ MD, independently of the time taken to acquire it.
- 2) Have a minimum of 3 years' postdoctoral/ post MD training in centres of international reference.
- 3) Meet the following transnational mobility condition: candidates must not have resided or carried out their main activity in Spain for more than twelve months in the three years immediately prior to the deadline for proposal submission.

Which research topics are supported?

Applicants will be free to propose a research topic within any of the research Departments at the CNIC. The only limitation will be that the proposed research fits within the CNIC's overall focus on cardiovascular research.

What does the funding cover?

Funding is provided to cover the salary of the researcher and an allowance for travel and related costs. There is also a contribution towards research and training costs at the standard level received by other independent scientists at the CNIC, according to his/her category.

How does it work?

Following the publication of a call, applications are submitted by candidates within the specified deadline and evaluated by the First Stage Evaluation Committee against a series of predetermined criteria. This Committee will propose the fellowship category (Starting or Advanced) for each of the candidates who are successful at this stage.

Pre-selected candidates will be asked to prepare a research proposal and a career development plan. Proposals will be evaluated by a panel of independent external

experts (Selection Committee) according to predetermined selection criteria. Selected candidates will be expected to begin the fellowship within two months of acceptance.

A scheme of the life cycle of a CNIC International Incoming Fellowship Call is shown on page 19, at the end of this Guide.

How to apply

This Guide contains the essential information for you to prepare and submit a proposal for a CNIC International Incoming Fellowships (CNIC IIF) for Young Group Leaders. In a first stage, applications (Application Form and applicant's CV) are submitted electronically via the CNIC website (www.cnic.es). Pre-selected candidates will be requested to send additional information via email (cniciif@cnic.es). Detailed instructions are available in this Guide.

ELIGIBLE RESEARCHERS

Applications are to be submitted on line (www.cnic.es). Candidates can apply to as many departments within the CNIC as they choose. Applications will be registered, acknowledged and their contents entered into a database to facilitate the evaluation process.

To participate in the CNIC IIF programme, you must be able to satisfy a number of eligibility criteria at the time of the deadline for submission of the proposal. After the deadline, submitted proposals will be checked for eligibility based on the information provided by the applicant. Proposals that do not meet the criteria will be rejected without being evaluated. Non eligible candidates will be contacted by the Human Resources Department and informed about the exclusion of their candidature.

These eligibility criteria will be checked based on the information provided by the applicant in the Application Form and Curriculum Vitae. If at a later stage, an eligibility criterion is found not to be fulfilled, the proposal will be immediately rejected.

Level of Experience

CNIC International Incoming Fellowships are directed exclusively at *experienced researchers*, defined as persons who fulfil both of the following requirements:

- i) Candidates must hold a PhD/ MD Degree.
- ii) Candidates must demonstrate a minimum of three years' postdoctoral/ post MD research training in centres of international reference.

The time limit for fulfilment of the above conditions is the date of the deadline for proposal submission. Postdoctoral/ post MD experience is calculated from the date the researcher obtained his/her PhD/ MD Degree. In the event that a researcher has taken a break from their research career for whatever reason (e.g. maternity leave, paternity leave, leave of absence to take care of children or relatives, etc.) this period will be discounted. Applicants will therefore be requested to indicate any career break, so that scientific merit will be evaluated in relation to the active research period.

Mobility conditions

In order to participate in this programme experienced researchers **from any nationality** must comply with the following rule:

“At the time of the deadline for submission of proposals, applicants must not have resided or carried out their main activity in Spain for more than twelve months in the three years immediately preceding the reference date. Short stays such as holidays will not be taken into account”.

EVALUATION AND SELECTION

First Stage Evaluation

All eligible applications will be evaluated by the First Stage Committee. This Committee is composed of the CNIC Faculty (CNIC Department Directors and senior scientists), the CNIC's Managing Director, and two internal observers (Science Management Director and the Director of the Project Office and Technology Transfer).

The criteria to be assessed at this stage and their specific weightings are detailed below:

First Stage Evaluation Criteria (100 points)	Starting Fellowship Weighting	Advanced Fellowship Weighting
Productivity: number and relevance of publications	max 60	max 40
Grants obtained and fellowships awarded	max 15	max 20
Potential or experience as an independent researcher	max 25	max 40

Each candidate will be evaluated for both categories of fellowships (Starting and Advanced). The maximum possible score is 100. A minimum score of 80 points will be required for a candidate to pass this evaluation stage. When a candidate obtains more than 80 points in both categories, he or she will be considered for an Advanced Fellowship in the next stage of evaluation.

Candidates may also be asked to attend for interview by the First Stage Committee during the evaluation process.

The First Stage Committee will prepare a consensus report which will include a consensus score for each of the above-specified criteria, suitable comments to justify the scores, and final comments pointing out the weaknesses and strengths of the candidates based on the applications and interviews.

A maximum of three candidates for each available position will pass the First Stage Evaluation: that is, twelve for the Starting Fellowships and six for the Advanced Fellowships.

Candidates who are unsuccessful at this stage will be contacted and informed about the outcome of the First Stage Evaluation.

Preselected candidates will be asked to write and present a project proposal for the second stage of the evaluation. This proposal will be prepared in collaboration with their prospective Department Director and must include the career development plan for the prospective fellow.

Selection

Selection will be carried out by the external Selection Committee, formed by 8 prestigious international scientists with expertise and competences in the different disciplines and areas related to the CNIC's Research Departments.

The Selection Committee will be informed about the category of fellowship (Starting or Advanced) proposed for each candidate by the First Stage Committee. Committee members will receive documentation detailing the selection criteria, including their specific weighting, as shown in the following table:

Selection Criteria (100 points)		Starting Fellowship Weighting	Advanced Fellowship Weighting
Candidate (60 points)	Excellence of candidate	max 35	max 30
	Potential and/or experience as independent researcher	max 25	max 30
Project Proposal (40 points)	Interest, originality	max 15	max 15
	Quality, feasibility	max 10	max 10
	Impact on the career development of the candidate	max 15	max 15

The maximum possible score is 100. A minimum score of 70 points will be required for a candidate to be selected.

Each expert on the Committee will assess all applications and fill in a form giving scores to each application for each of the selection criteria. The forms will be received by the CNIC's Science Management department and the mean score will be calculated for each proposal. These scores will be used to rank the candidates.

Candidates with applications that score the highest will be awarded fellowships. A maximum of four Starting and two Advanced fellowships will be awarded per call.

Candidates who have not been awarded a fellowship but who score above 70 will be placed on a reserve list. Candidates on this list might be selected in the event that a higher ranked applicant withdraws.

The final list of the successful and reserve candidates will be published on the CNIC's website (www.cnic.es). All candidates will be contacted and notified about the selection outcome. They will be given appropriate information about the scores obtained, the comments of the Selection Committee members relating to the weaknesses and strengths of their proposal, and the highest and the lowest scores that have obtained a fellowship.

Successful candidates will be invited to sign an acceptance letter. Candidates will be expected to start the fellowship within two months of acceptance.

THE PROJECT PROPOSAL

The topic of the project

Applicants will be free to propose a research topic within any of the research Departments at the CNIC. The only limitation will be that the proposed research fits within the CNIC's overall focus on cardiovascular research.

The CNIC is structured into **four Research Departments** covering cardiovascular pathologies from the molecular perspective to the clinical reality:

Cardiovascular Development and Repair (CDR)

The CDR department is structured in 3 different Programs:

Developmental Biology Program

We study how embryonic cardiovascular cell lineages differentiate and interact during heart morphogenesis. We focus on signaling pathways and transcriptional networks that regulate cell fate specification and tissue patterning, with the aim of defining their role during development. Defects in these processes during development underlie congenital heart disease. We are also interested in the roles of these molecules in adult cardiovascular tissue homeostasis and disease.

Stem Cell Biology Program

The aim of the Stem Cell Biology Program is to understand how the pluripotent state is achieved and maintained in embryonic and adult stem cells. By understanding the mechanisms and pathways that drive stem cell differentiation we will be able to address the fundamental question of how cardiovascular and hematopoietic cell fates are established.

Tissue Homeostasis and Repair Program

The functional and structural maintenance of the organs of the body is known as tissue homeostasis. Failures in this process provoke disease and cause aging. Our program studies the genetic, molecular and cellular basis of the maintenance of the adult cardiovascular system. These studies are aimed at the development of tissue engineering technologies for restoring and repairing the regenerative capacity of cardiovascular tissues.

Vascular Biology and Inflammation (VBI)

The groups in the Vascular Biology and Inflammation Department investigate interactions between the cells of the vascular system. Specific research lines address signaling by adhesion receptors and inflammatory mediators, autoimmunity and inflammation, physiological and pathological angiogenesis, and vascular wall remodeling. Groups in the department use a range of animal, tissue, cellular and molecular models to investigate normal vascular function and the key steps in the vascular alterations that underlie cardiovascular diseases. The Department's research activity and recruitment policy centers on the following priority areas:

- Vessel Wall Remodeling
- Inflammation and Autoimmunity
- Cell Biology and Signaling in Metabolism and Disease

Epidemiology, Atherothrombosis and Imaging (EAI)

The EAI department pools the expertise of molecular and cell biologists, cardiologists, epidemiologists, nutritionists, statisticians and physicists to develop and apply sophisticated non-invasive procedures for the investigation, diagnosis and treatment of cardiovascular diseases. Several groups work on the development of molecular-resolution imaging technologies and use them to investigate the molecular mechanisms underlying cardiovascular disorders. These imaging technologies can identify and characterize vulnerable plaques, providing invaluable information on the underlying molecular mechanisms of disease and leading to tools for accurate diagnosis and targeted drug delivery. Our experimental strategy involves a multifaceted approach that combines in vitro, cellular, animal and human studies and a variety of technologies, including genetic engineering, proteomics, transcriptomics, and the most advanced imaging techniques. The epidemiology and genetics area integrates population studies with the results of basic and clinical research to identify environmental and genetic risk factors underlying the incidence, development and prognosis of cardiovascular disease.

Cardiovascular Translational Research (CTR)

The CTR department is devoted to facilitate the establishment of international contacts and the development of initiatives aimed at fostering translational cardiovascular research across all the departments of the CNIC in collaboration with centers that form part of the Spanish healthcare system. This department also identifies, promotes, and co-develops translational research at the centre that is potentially applicable to industry, facilitating the acquisition of patents and their subsequent development or licensing.

The department includes a Clinical Research Program which provides logistics and methodological support to preclinical and clinical research at the CNIC, collaborating institutions, and healthcare companies that request assistance in this area. This unit is composed by clinical researchers, technical staff and logistics coordinators involved in specific translational projects.

For further information about the CNIC's Research Departments please visit our website (www.cnic.es).

Preparing the project proposal

Preselected candidates will be asked to write and present a short project proposal, in collaboration with their prospective Department Director. The project proposal should include the following sections:

- Title
- Abstract
- Objectives

- Methodology
- Ethical issues table
- Career Development Plan for the fellow

Ethical issues

Project proposals will be excluded from the call if they do not meet the internationally recognised Code of Conduct for Researchers and fundamental ethical principles, including those reflected in the Charter of Fundamental Rights of the European Union, and Spanish law relating to biomedical research, personal data protection and bioethics

The research proposal should be accompanied by a completed Ethical Issues table (see below) to facilitate identification of ethical issues related to the proposed research.

ETHICAL ISSUES TABLE (to be presented with the research proposal)

Research on Human Embryo/ Fetus	YES
Does the proposed research involve human embryos?	
Does the proposed research involve human fetal tissues or cells?	
Does the proposed research involve human embryonic stem cells (hESCs)?	
Does the proposed research on hESCs involve cells in culture?	
Does the proposed research on hESCs involve the derivation of cells from embryos?	
I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL	

Research on Humans	YES
Does the proposed research involve children?	
Does the proposed research involve patients?	
Does the proposed research involve persons not able to give consent?	
Does the proposed research involve healthy adult volunteers?	
Does the proposed research involve human genetic material?	
Does the proposed research involve human biological samples?	
Does the proposed research involve human data collection?	
I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL	

Privacy	YES
Does the proposed research involve processing of genetic information or personal data (e.g. health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)?	
Does the proposed research involve observation or tracking the location of people?	
I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL	

Research on Animals		YES
Does the proposed research involve research on animals?		
Are those animals transgenic small laboratory animals?		
Are those animals transgenic farm animals?		
Are those animals non-human primates?		
Are those animals cloned farm animals?		
I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL		

Research Involving Developing Countries		YES
Does the proposed research involve the use of local resources (genetic, animal, plant, etc)?		
Is the proposed research of benefit to local communities (e.g. capacity building, access to healthcare, education, etc)?		
I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL		

Dual Use		YES
Research having direct military use		
Research having the potential for terrorist abuse		
I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL		

Other Ethical Issues		YES
Are there OTHER activities that may raise ethical Issues ?		
If YES please specify:		

After completion of the evaluation process, successful candidates will be invited to sign an acceptance letter. Prior to the signing of this letter, the department to which the fellow is to be attached must present the CNIC with the set of reports and authorisations from the Clinical and Research Ethics Committees and other collective bodies responsible for overseeing the fulfilment of the internationally recognised fundamental ethical principles and the relevant Spanish laws relating to the previously identified ethical issues raised in the research proposal.

In the case that a research project cannot obtain the appropriate Ethics approval, the CNIC will exclude this project for funding, and may offer the fellowship to a candidate on the reserve list.

Career Development Plan

The CNIC offers researchers opportunities to deepen their scientific-technical skills and broaden their experience through participation in complementary training activities offered by the Centre.

In addition to the research performed within the CNIC research departments, several technical units provide major infrastructural support and services in state-of-the-art scientific-technologies, both to the CNIC's own research groups and to external users. These units also provide expert training to CNIC researchers in the use of specialised equipment and techniques. Currently, the following technical units operate, with the possibility of additional ones being created in the future: cellomics, microscopy, proteomics, genomics, gene targeting, transgenesis, viral vectors and bioinformatics.

Researchers also have the possibility to participate in the large number of seminars and workshops that take place on a regular basis at the Centre. These currently include the following events:

- Weekly international seminar series
- Ad hoc scientific seminars (usually 1-2/week)
- CNIC internal seminar series
- Institutional retreats
- CNIC International Translational Research Forum (annually)
- Focused cardiovascular research workshops (2-3 days)

The CNIC also promotes the development of researchers' complementary skills. To this end, a series of internal workshops and presentations are organised on a regular basis in which interested researchers of all levels are welcome to participate. Currently, the following classes, courses and workshops are being offered:

- Research ethics and bioethics
- Writing of proposals/grant applications
- Research project management
- Introduction to technology transfer/patent applications
- Language courses (English, Spanish)

Apart from the in-house complementary training, the Centre also directly finances the participation of researchers in relevant courses organised by other institutions. Finally, the Centre's Human Resources policies encourage the continuous training of all staff through the flexible salary scheme, which allows employees to make significant tax savings when participating in training courses.

APPOINTMENT CONDITIONS

The CNIC is an international centre currently in a phase of expansion. The Centre has a solid commitment to high quality research, and as such advocates equal opportunities in employment for men and women, Spanish nationals and citizens of other countries, and disabled people. The guiding principles of the CNIC's employment policy are transparency and merit.

Thanks to the Foundation's legal status and important contributions from the private sector, the CNIC has an internationally competitive remuneration plan offering highly attractive scientific career opportunities.

With its modern infrastructure and an open-minded philosophy that allows scientists to choose the direction of their research, the CNIC offers unique career building opportunities in the area of cardiovascular research.

General employment conditions

Employment contracts

Selected fellows will be offered **employment contracts** specifically governed by Law 13/1986, 14th April 1986, on the General Promotion and Coordination of Scientific and Technical Research.

Salaries will be in accordance to the internal salary scales in force at the CNIC, and will amount to the quantities shown in the table below:

Fellowship Awarded	Annual Gross Salary	CNIC Salary Policy Position
Starting Fellowship	54,904 €	Junior Researcher I
Advanced Fellowship	79,346 €	Senior Researcher I
Advanced Fellowship	95,399 €	Senior Researcher II

Advanced fellows will be offered the salary corresponding to a Senior Researcher I or a Senior Researcher II according to their experience.

Contribution to Research and Training

The CNIC will provide a contribution towards research and training costs for selected fellows to the standard level received by other independent scientists at the centre according to their category.

1) Resources assigned to laboratories run by **Junior I Researchers (Starting Fellowships)**:

- Annual funding permanently covered by the CNIC: 30,000 €

- Start up for consumables and other expenses for the first year: 30,000 €

2) Resources assigned to laboratories run by **Senior I Researchers (Advanced Fellowships)**:

- Expenses for personnel permanently covered by the CNIC: 75,000 €
- Start up for consumables and other expenses for the first three years:
 - First year: 100,000 €
 - Second year: 60,000 €
 - Third year: 30,000 €

3) Resources assigned to laboratories run by **Senior II Researchers (Advanced Fellowships)**:

- Expenses in human resources permanently covered by the CNIC: 150,000 €
- Start up for consumables and other expenses for the first three years:
 - First year: 200,000 €
 - Second year: 120,000 €
 - Third year: 60,000 €

Travel allowance

Each fellow will receive a travel allowance of 1,500 € per year.

Relocation Policy

The CNIC has a compensation scheme to cover relocation costs for researchers joining the Centre from outside Spain.

Language Training Programme

The CNIC will offer selected fellows training in English and Spanish to give them the language skills needed in an international scientific environment and to foster their full integration into Spanish life.

Other benefits

The CNIC social cover not only respects the rights of workers established under national legislation but also improves many aspects of these rights by establishing internationally competitive salaries, giving greater flexibility with regard to work and family life balance, and providing additional social benefits for maternity, paternity and child care or periods of ill health. These **benefits** are detailed below.

- **Flexible Salary Package**
This is a personalized remuneration system that enables each employee to decide how to receive his/her yearly income so that it best matches his/her personal and family needs, permitting significant tax savings.
- **Life Insurance**
In addition to the public social security system which offers full cover to all workers, the CNIC offers an additional private "Life Insurance" for death or

permanent disability due to illness and double indemnity in the event of an accident.

- Civil Liability Insurance

Selected Fellows will be covered and supported with regard to the possible repercussions their work might have on third parties.

- Work and Family Life Balance Plan

The CNIC offers selected fellows significant measures to assist in achieving work and family life balance. Modern criteria for work and family life balance are taken into consideration when establishing flexible working hours, maternity and paternity leave, leave of absence in other situations and various kinds of support needed to help solve a family problem.

Technical conditions and available infrastructure

Building and Technical Units

The CNIC is housed in a splendid building inaugurated in 2006. The building has a total floor space of 23,000 m², and is located on the *Chamartín Campus* of the "*Instituto de Salud Carlos III*" (National Health Institute) in Madrid. The building has a capacity to house over 500 scientists and is fitted with the latest generation of technological equipment.

Core support facilities (**Technical Units**) include proteomics, genomics, cellomics, dynamic and quantitative microscopy, gene targeting, viral vectors, transgenesis, bioinformatics and cell culture suites.

The CNIC Technical Units provide key Scientific Services to the CNIC's research groups and to external users by arrangement. These facilities are staffed by experts who not only provide research services, but are also sources of instruction and training. As such, the Unit's staff constitute a major educational resource for those wishing to diversify or explore new avenues of research. In addition, the core facilities carry out their own research, in collaboration with other centres and research groups, aimed at improving and advancing technologies for cutting-edge biomedical research.

The CNIC is currently investing in the creation of a new facility, within the Epidemiology, Atherothrombosis and Imaging Department, devoted to the latest multimode cardiovascular imaging techniques for precise anatomic and functional cardiovascular studies. The unit will cover echocardiography (3-dimensional, stress, contrast and transesophageal), vascular ultrasound, nuclear perfusion and metabolic imaging, cardiovascular computed tomography, and cardiovascular magnetic resonance. The creation of this unit provides an exceptional opportunity to develop cutting-edge cardiovascular research in small and large animal models, as well as humans.

For further details about the Technical Units and other facilities, please visit our website (www.cnic.es).

General and Administrative Support

Each researcher is assigned laboratory and office space according to his/her category. Apart from general administrative and logistics support (general services, reception, security, cleaning, maintenance, general administration, bio-security, and other services of a similar nature), selected fellows will have direct support within their departments through specialized Department Research Assistants and Department Managers.

Moreover, selected fellows, like all CNIC researchers, will be supported by the **specialized support Units** that will facilitate the development of their research and provide training:

- Project Office (support in relation to acquisition of competitive funding and management of national and international projects)
- Technology Transfer Office
- Scientific Training
- Communication
- Revision and Editing in English (manuscripts, grant applications, etc.)
- Library and Scientific Documentation
- Bio-security and Radiation Protection Department

HOW TO APPLY

Presenting your proposal

The presentation of a proposal includes 2 stages:

Stage one

Applications must be submitted online at www.cnic.es.

Candidates must complete an **application form**, which asks for general information about the applicant and about eligibility for this call. Candidates must also select the CNIC Research department or departments in which they are interested:

- Cardiovascular Development and Repair (CDR)
- Vascular Biology and Inflammation (VBI)
- Epidemiology, Atherothrombosis and Imaging (EAI)
- Cardiovascular Translational Research (CTR)

Further information about the CNIC Research Departments can be found in this Guide (Section "THE PROJECT PROPOSAL") and on our website (www.cnic.es).

A **curriculum vitae**, in English, must be attached to this application form (".doc" or ".pdf" formats) and must include the following information:

- Academic qualifications
- Postdoctoral/Post MD experience
- Experience as an independent researcher
- Grants and/or fellowships awarded
- Scientific management experience
- Mobility (stays in other centres)
- Career breaks
- Publications
- Other merits
- Contact information for 3 referees

The **deadline for submission** of applications for STAGE ONE is **28 June 2011 at 12.00 noon Madrid local time (Central European Time)**.

Once the application is submitted an acknowledgement of receipt will be sent to the applicant. The acknowledgment of receipt will include a reference number that should be included in any further correspondence.

Incomplete applications or applications submitted after this deadline will not be considered.

Stage two

Candidates preselected during the First Stage Evaluation (see Selection Process) will be asked to write and present a **project proposal**, in English, in collaboration with their assigned prospective Department Director for the next stage of the evaluation. The project proposal should include the following sections:

- Title
- Abstract
- Objectives
- Methodology
- Ethical issues table
- Career Development Plan for the fellow

A template and instructions for preparing the project proposal, including the Ethical issues table, can be found on our website (www.cnic.es).

The **maximum length** of the project proposal is **5 pages** (excluding figures and tables, the ethical issues section and the career development plan). The **minimum font size** allowed is 11 pt with single line spacing and standard margins of 1.5 cm.

The proposal form must be sent by e-mail to the following address: cniciif@cnic.es, indicating the reference number in the "Subject" box.

The project proposal must also be sent by post, with the corresponding signatures (applicant and assigned Department Director), to the following address:

CNIC International Incoming Fellowships for Young Group Leaders
Science Management Department
Fundación Centro Nacional de Investigaciones Cardiovasculares Carlos III
Melchor Fernández Almagro, 3
28029 Madrid – Spain

The **deadline for submission** of applications for STAGE TWO is **31 October 2011 at 12.00 noon Madrid local time (Central European Time)**.

Submitting your proposal

For the FIRST STEP of the presentation of your proposal, please note that you must fill all the mandatory fields in the appropriate format, including your CV and the verification image and press the "submit" button. You will receive a confirmation e-mail after the on-line application form has been submitted.

Proposals must be submitted on or before the deadline specified. Call deadlines are absolutely final and are strictly enforced.

Please note that **only one proposal per applicant** will enter into the evaluation. Errors discovered in proposals submitted on-line can be rectified by simply submitting a corrected version. So long as the call has not yet closed, the system will select the latest submitted proposal for entry into the evaluation process.

TIMETABLE AND INFORMATION FOR THIS CALL

Indicative timetable for this call

Publication of call	<i>3 May 2011</i>
Deadline for submission of proposals (STAGE ONE)	<i>28 June 2011</i>
Pre-selection of candidates	<i>Early October 2011</i>
Submission of project proposals by pre-selected candidates (STAGE TWO)	<i>31 October 2011</i>
Evaluation of projects and selection of candidates	<i>November 2011</i>
Notification of candidates	<i>December 2011</i>
Start date of fellowships	<i>January- March 2012</i>

Further information and help

- **CNIC Website**
<http://www.cnic.es>

- **CNIC Help Desk**
e-mail
cniclif@cnic.es

Telephone
+34 91 453 1276

OTHER CONSIDERATIONS

1. In accordance with the provisions of article 5 of Organic Law 15/1999 of 13 December on the Protection of Personal Data, we inform you that personal data collected as a consequence of the current session will be incorporated into an automated file called HR registered in the Spanish Agency of Data Protection under the ownership of the Foundation National Center for Cardiovascular Research CARLOS III, its purpose being to process your registration and participation in this notification/announcement, as well as to track your career and professional training by sending different corporative material of the Centre to the address you provided. There is no expectation of the transfer of personal data to any third party outside to the Center. Also, you may exercise your right to object to the treatment described, as well as the rights of access, rectification and deletion of information provided to the Centre by contacting the following address: National Center for Cardiovascular Research Carlos III (CNIC), Calle Melchor Fernández 3, (28049) Madrid.

The processing of your personal information as described in the previous section is necessary for the Centre to manage your registration in this training event, without which, the inscription will not be possible.

2. The ongoing development of this programme shall be subject to CNIC budget availability. If necessary, the CNIC may approve the temporary suspension or alteration of the contributions made to the programme.

LIFE CYCLE OF A CNIC IIF CALL

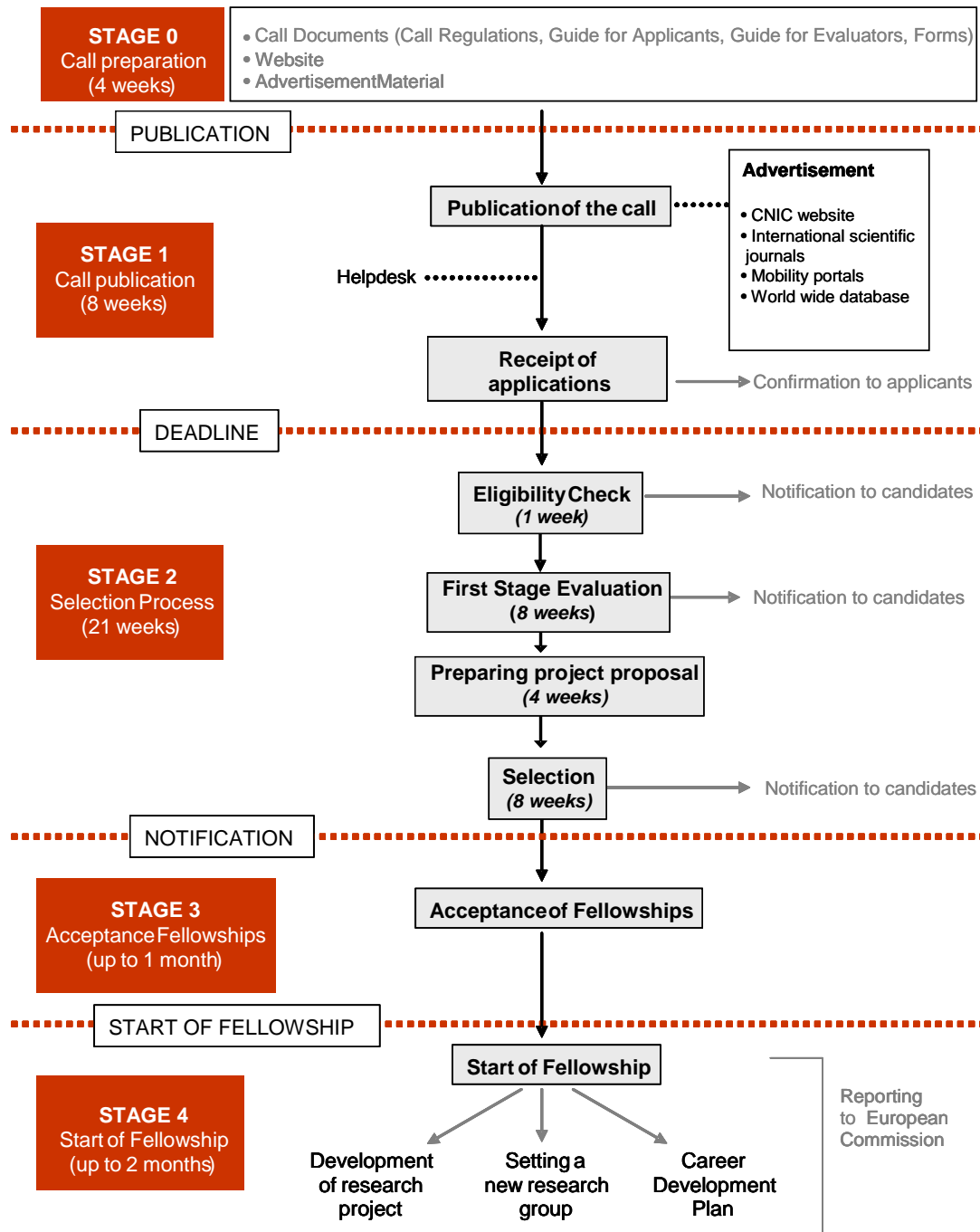


Figure 1. Life cycle of a CNIC International Incoming Fellowship Call