**Documento nº. 3.1**

**COMPLEMENTARIO A LA MEMORIA DE ACTIVIDADES DEL CENTRO**

CONVOCATORIA DE AYUDAS DESTINADAS A FINANCIAR PLANES ESTRATÉGICOS PROGRAMAS ESTRATÉGICOS DE INVESTIGACIÓN Y PROGRAMAS DE MEJORA, EJECUTADOS POR LAS ESTRUCTURAS DE INVESTIGACIÓN DE EXCELENCIA EN EL MARCO DE LA RIS3 DE CASTILLA Y LEÓN 2021-2027, COFINANCIADOS POR EL FONDO EUROPEO DE DESARROLLO REGIONAL (FEDER)

*Presentar en lengua inglesa*

*(Correspondencia con los apartados decimosegundo 1 b).1º y el apartado 1 del Anexo I de la orden de convocatoria)*

Annex 1. Supporting Document

Research Activities 2020-2024

Centres of Excellence

Call 2025

# Guide to fill this Supporting Document

1. *Include all the supporting information for Part 12 “Scientific Report 2020-2024” (1st January 2020- 31 December 2024) of the Application Form in this “Annex 1. Supporting Document”. Remember to make a reference, where appropriate in the Application Form, to the information showed in this annex.*
2. *Be careful that information provided in this annex is consistent with the application and other documentation submitted.*
3. *Follow the template below.* ***DO NOT INCLUDE FURTHER INFORMATION.*** *Only small additional explanations on the scope of data provided in the tables are allowed.*
4. *Fill all the mandatory sections as indicated in the Application Form and the Call. Give information on the rest of the sections if you consider it appropriate.*
5. *Please do not remove neither this guide nor the instructions contained along the template.*
6. *Convert the document into PDF.*
7. *The filename must follow the format: “****Annex 1 Supporting 2020-2024”+ the acronym of your centre in capitals****.*
8. *The document must not exceed 4MB.*
9. *Before uploading, make sure the information given is clearly set in a friendly format.*
10. *Upload the PDF.*
11. *Maximum length of the document:* ***30 pages****, including the content of this template, which should not be removed.*

# Name of the Centre and Acronym:

# 1. Organization and management, research capabilities, human resources, research facilities and training

# 1.1. Organization *(see section 12.1 of the application)*

* **Mandatory:** Include the Organizational Chart

Figure 1:

Redraw the chart above following your centre organisation. In each box, show the title of the position (the job title, research line, etc.) and the name of the person who holds it.

In case you need to add an explanation, it should be placed in the *“Scientific Report 2020-2024”* and not in this annex.

* **Mandatory:** Please give details about the centre External Scientific Advisory Committee (SAB): the date of creation, its composition and the frequency of its meetings. Specify the date of its most recent external evaluation during 2020-2024 and the period covered.

Please remember to attach as a separate document the most recent External Scientific Advisory Committee (SAB) Evaluation report. **Do not include any other external evaluation.**

# 1.2. Human Resources *(see section 12.1 of the application)*

* **Mandatory:**

**a)** Provide data of the total staff, in Full Time Equivalent (FTE), by profession, status, sex and nationality in 2024. Do not include visiting researchers, which will be mentioned in another section. *Ramón y Cajal, Miguel Servet, Juan de la Cierva, and ERC grants* should be included in the corresponding category inasmuch they meet the given definitions. Add in the last column the number of people on 31st December 2024.

The table below should be consistent with the next ones.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 1: **OVERVIEW HUMAN RESOURCES IN 2024** | | | | | | | | | | | |
|  |  | **Professional/Legal Status** | | **Sex** | | **Nationality** | | | | **TOTAL** | |
|  |  | **Civil Servant/Permanent position (FTE)(\*\*)** | **Non civil Servant/Non- permanent position (FTE)(\*\*)** | **M (FTE)(\*\*)** | **F (FTE)(\*\*)** | **ES (FTE)(\*\*)** | **EU (FTE)(\*\*)** | **Latin American (FTE)(\*\*)** | **Rest world (FTE)(\*\*)** | **TOTAL Full Time Equivalent (FTE)(\*\*)** | **Number of people (\*)** |
| *1* | Principal investigator |  |  |  |  |  |  |  |  |  |  |
| *2* | Senior Researchers |  |  |  |  |  |  |  |  |  |  |
| *3* | Postdoctoral researchers |  |  |  |  |  |  |  |  |  |  |
| *4* | Postdoctoral Trainees |  |  |  |  |  |  |  |  |  |  |
| *5* | Predoctoral Trainees |  |  |  |  |  |  |  |  |  |  |
| *6* | Technicians |  |  |  |  |  |  |  |  |  |  |
| *7* | Core Facility head-managers |  |  |  |  |  |  |  |  |  |  |
| *8* | Core facilities staff |  |  |  |  |  |  |  |  |  |  |
| *9* | Administrative staff |  |  |  |  |  |  |  |  |  |  |
|  | **TOTAL** |  |  |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
|  | **TOTAL Full Time Equivalent FTE)(\*\*)** | **Number of people (\*)** |
| Table 2: **TOTAL RESEARCHERS (PhD):** Principal investigator, Senior Researchers, Postdoctoral researchers,  Postdoctoral Trainees. *(Addition of lines 1-4 in the table 1)* |  |  |

*(\*) Give the figures for December 31st, 2024.*

(\*\*) *FTE: The ratio of the number of hours actually worked (paid) during the year 2024 (part time, full time) by the number of legal working hours in the same period. One FTE is equivalent to one employee working full-time one year. To calculate FTE of a part-time employee, divide the yearly total working hours of that employee by the legal working hours of one working full-time employee at the centre.  
(1)* ***PI:*** *Principal Investigator, leading an independent research group at the centre.  
(2)* ***Senior researcher:*** *Investigator leading one or several projects in a research group, but not leading an independent research group at the centre.*

*(3)* ***Postdoctoral researcher:*** *Postdoc who have obtained his/her PhD three or more years ago, and not leading an independent research group at the centre.*

*(4)* ***Postdoctoral trainee:*** *Postdoc who have obtained his/her PhD in the past three years.*

*(5)* ***Predoctoral trainee:*** *PhD student.*

*(6)* ***Technician:*** *Lab technician.*

*(7)* ***Facility head-manager:*** *Employee responsible for a specific core facility.*

*(8)* ***Core facility staff:*** *Staff in technological and scientific core facilities.*

*(9)* ***Administrative staff:*** *Do not include personnel provided through outsourcing services.*

**b)** Provide data of the Research staff evolution for the 2020-2024, expressed in FTE, by status, sex and nationality split by the centre’s main departments, research programmes, units, sections or main functional areas. Add in the last column the number of people on 31st December 2024, as appropriate. Research staff includes Principal investigators, Senior Researchers and Postdoctoral researchers. Do not include predoctoral or postdoctoral trainees (those who have obtained their PhD in the past three years), which will be mentioned in another section. *Ramón y Cajal, Miguel Servet, Juan de la Cierva and ERC grants* should be included here inasmuch they meet the given definitions. Visiting researchers should not be considered for this purpose.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 3: **RESEARCH STAFF (\*) EVOLUTION** | | | | | | | | | | |
| *(Add as many Areas A, B, C, … as adequate for your centre)* | **Professional/Legal Status** | | **Sex** | | **Nationality** | | | | **TOTAL** |  |
| **Civil Servant/Permanent position (FTE)(\*\*)** | **Non civil Servant/Non- permanent position (FTE)(\*\*)** | **M (FTE)(\*\*)** | **F (FTE)(\*\*)** | **ES (FTE)(\*\*)** | **EU (FTE)(\*\*)** | **Latin American (FTE)(\*\*)** | **Rest world (FTE)(\*\*)** | **TOTAL Full Time Equivalent (FTE)(\*\*)** | **Number of people (\*\*\*)** |
| **Area A: *Specify*** | **Dep/Programme/Unit/Section/Functional Area A (*Specify)*** | | | | | | | | **FTE** | **People** |
| 2020 |  |  |  |  |  |  |  |  |  |  |
| 2021 |  |  |  |  |  |  |  |  |  |  |
| 2022 |  |  |  |  |  |  |  |  |  |  |
| 2023 |  |  |  |  |  |  |  |  |  |  |
| 2024 |  |  |  |  |  |  |  |  |  |  |
| **Average 2020-2024 Area A** |  |  |  |  |  |  |  |  |  |  |
| **Area B: *Specify*** | **Dep/Programme/Unit/Section/Functional Area B (*Specify)*** | | | | | | | | **FTE** | **People** |
| 2020 |  |  |  |  |  |  |  |  |  |  |
| 2021 |  |  |  |  |  |  |  |  |  |  |
| 2022 |  |  |  |  |  |  |  |  |  |  |
| 2023 |  |  |  |  |  |  |  |  |  |  |
| 2024 |  |  |  |  |  |  |  |  |  |  |
| **Average 2020-2024 Area B** |  |  |  |  |  |  |  |  |  |  |
| *Add as many Areas A, B, C, … as adequate* |  | | | | | | | | **FTE** | **People** |
|  |  |  |  |  |  |  |  |  |  |  |

*(\*) Research Staff (Principal investigators, Senior Researchers, Postdoctoral researchers)*

*(\*\*) Data expressed in FTE (the ratio of the number of hours actually worked —paid— during the corresponding year —part time, full time— by the number of legal working hours in the same period. One FTE is equivalent to one employee working full-time one year. To calculate FTE of a part-time employee divide the yearly total working hours of that employee by the legal working hours of one working full-time employee at the centre). (\*\*\*) Give the figures for 31st December.*

**c)** Provide the total figures for all the Departments, Research programmes, Units, Sections or Functional scientific areas in your centre.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 4: **RESEARCH STAFF (\*)** | | | | | | | | | | |
| **All Areas** | **Professional/Legal Status** | | **Sex** | | **Nationality** | | | | **TOTAL** |  |
| **Civil Servant/Permanent position (FTE)(\*\*)** | **Non civil Servant/Non- permanent position (FTE)(\*\*)** | **M (FTE)(\*\*)** | **F (FTE)(\*\*)** | **ES (FTE)(\*\*)** | **EU (FTE)(\*\*)** | **Latin American (FTE)(\*\*)** | **Rest world (FTE)(\*\*)** | **TOTAL Full Time Equivalent (FTE)(\*\*)** | **Number of people (**\*\*\***)** |
| 2020 |  |  |  |  |  |  |  |  |  |  |
| 2021 |  |  |  |  |  |  |  |  |  |  |
| 2022 |  |  |  |  |  |  |  |  |  |  |
| 2023 |  |  |  |  |  |  |  |  |  |  |
| 2024 |  |  |  |  |  |  |  |  |  |  |
| **Average 2020-2024 All Areas** |  |  |  |  |  |  |  |  |  |  |
|  | **Number of people (\*\*\*)** | | | | | | | | **TOTAL (Number of People)** | |
| **NUMBER OF RESEARCH STAFF AT THE CENTRE ON 31ST DECEMBER 2024** |  |  |  |  |  |  |  |  |  | |

*(\*) Research Staff (Principal investigators, Senior Researchers, Postdoctoral researchers)*

*(\*\*) Data expressed in FTE (the ratio of the number of hours actually worked —paid— during the corresponding year —part time, full time— by the number of legal working hours in the same period. One FTE is equivalent to one employee working full-time one year. To calculate FTE of a part-time employee, divide the yearly total working hours of that employee by the legal working hours of one working full-time employee at the centre).*

*(\*\*\*) Give the figures for 31st.*

**d)**Indicate the countries of origin of the researchers coming from “the rest of the world” in the corresponding column of the previous table.

|  |  |
| --- | --- |
| Table 5: **Number of researchers (***Principal investigators, Senior Researchers, Postdoctoral researchers***) from the rest of the world** | **Country of origin** |
|  |  |
|  |  |

*Add as many rows as necessary.*

**e)** Provide data of the technical staff, expressed in FTE, by status, sex and nationality split by the centre’s main departments, research programmes, units, sections or main functional areas in 2024. Add in the last column the number of people on 31st December 2024.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 6: **TECHNICAL STAFF (\*)** | | | | | | | | | | |
| *(Add as many Areas A, B, C, … as adequate for your centre) (\*)* | **Professional/Legal Status** | | **Sex** | | **Nationality** | | | | **TOTAL** | |
| **Civil Servant/Permanent position (FTE)(\*\*)** | **Non civil Servant/Non- permanent position (FTE)(\*\*)** | **M (FTE)(\*\*)** | **F FTE)(\*\*)** | **ES FTE)(\*\*)** | **EU FTE)(\*\*)** | **Latin American FTE)(\*\*)** | **Rest world FTE)(\*\*)** | **TOTAL Full Time Equivalent (FTE)(\*\*)** | **Number of people (\*\*\*)** |
| **Area:** *Specify* |  |  |  |  |  |  |  |  |  |  |
| **Area:** *Specify* |  |  |  |  |  |  |  |  |  |  |
| **Area:** *Specify* |  |  |  |  |  |  |  |  |  |  |
| **Area:** *Specify* |  |  |  |  |  |  |  |  |  |  |
| **Area:** *Specify* |  |  |  |  |  |  |  |  |  |  |
| **TOTAL (FTE) (\*\*)** |  |  |  |  |  |  |  |  |  |  |
|  | **Number of People (\*\*\*)** | | | | | | | | **TOTAL (Number of People) (\*\*\*)** | |
| **TOTAL NUMBER OF TECHNICAL STAFF AT THE CENTRE ON 31ST DECEMBER 2024** |  |  |  |  |  |  |  |  |  | |

***(\*)*** *Lab technicians, facility head-managers, and other staff for core facilities.*

*(\*\*) Data expressed in FTE (the ratio of the number of hours actually worked —paid— during the year 2024 —part time, full time— by the number of legal working hours in the same period. One FTE is equivalent to one employee working full-time one year. To calculate FTE of a part-time employee, divide the yearly total working hours of that employee by the legal working hours of one working full-time employee at the centre).*

*(\*\*\*) Give the figures for 31st December 2024.*

**f)** Provide data of the Administrative staff, expressed in FTE, by status, sex and nationality in 2024. Add in the last column the number of people on 31st December 2024.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 7: **ADMINISTRATIVE STAFF** | | | | | | | | | | |
|  | **Professional/Legal Status** | | **Sex** | | **Nationality** | | | | **TOTAL** | |
| **Civil Servant/Permanent position (FTE)(\*\*)** | **Non civil Servant/Non- permanent position (FTE)(\*\*)** | **M (FTE)(\*\*)** | **F FTE)(\*\*)** | **ES FTE)(\*\*)** | **EU FTE)(\*\*)** | **Latin American FTE)(\*\*)** | **Rest world FTE)(\*\*)** | **TOTAL Full Time Equivalent (FTE)(\*\*)** | **Number of people (\*\*\*)** |
| All areas (FTE)(\*\*) |  |  |  |  |  |  |  |  |  |  |
|  | **Number of People (\*\*\*)** | | | | | | | | **TOTAL (Number of People) (\*\*\*)** | |
| **TOTAL NUMBER OF ADMINISTRATIVE STAFF AT THE CENTRE ON 31ST DECEMBER 2024** |  |  |  |  |  |  |  |  |  | |

*(\*\*) Data expressed in FTE (the ratio of the number of hours actually worked –paid– during the year 2024 –part time, full time– by the number of legal working hours in the same period. One FTE is equivalent to one employee working full-time one year. To calculate FTE of a part-time employee, divide the yearly total working hours of that employee by the legal working hours of one working full-time employee at the centre).*

*(\*\*\*) Give the figures for 31st December 2024.*

# 1.3. Training *(see section 12.1 of the application)*

* **Mandatory:**

**a)** Include some comprehensive tables indicating the number of predoctoral trainees disaggregated by sex and nationality during 2020 - 2024 and doctoral thesis carried out and finished at the centre during 2020 - 2024 split by the centre’s main departments, research programmes, units, sections or main functional areas. Add as many rows as main departments, research programmes, units, sections or main functional areas described for the centre. *Exclude undergraduate students (e.g. students at their bachelor’s/master’s degree) and other kind of trainees (e.g. trainees studying to become technicians or trainees attending summer schools, etc).*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 8: **PRE DOCTORAL TRAINEES[[1]](#footnote-1) (\*)(\*\*)** | | | | | | | | |
| *Add as many Areas A, B, C, … as adequate for your centre) (\*)* | Undergoing Training | | | | | | | Doctoral Thesis defended (number) under the supervision of the centre’ researchers |
| **Sex** | | **Nationality** | | | | **TOTAL TRAINEES** |
| M | F | ES | EU | Latin America | Rest world |
| **Area A:** *Specify* | **Dep/Programme/Unit/Section/Functional Area A (***Specify)* | | | | | | | |
| **2020** |  |  |  |  |  |  |  |  |
| **2021** |  |  |  |  |  |  |  |  |
| **2022** |  |  |  |  |  |  |  |  |
| **2023** |  |  |  |  |  |  |  |  |
| **2024** |  |  |  |  |  |  |  |  |
| **Average 2020-2024** |  |  |  |  |  |  |  |  |
| **Area B:** *Specify* | **Dep/Programme/Unit/Section/Functional Area B (***Specify)* | | | | | | | |
| **2020** |  |  |  |  |  |  |  |  |
| **2021** |  |  |  |  |  |  |  |  |
| **2022** |  |  |  |  |  |  |  |  |
| **2023** |  |  |  |  |  |  |  |  |
| **2024** |  |  |  |  |  |  |  |  |
| **Average 2020-2024** |  |  |  |  |  |  |  |  |

*(\*\*) Give the figures for 31st December.*

**b)** Totalise the previous table

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 9: **TOTAL PRE DOCTORAL TRAINEES (\*)(\*\*)** | | | | | | | | |
| **All Areas** | Undergoing Training | | | | | | | Doctoral Thesis defended (number) under the supervision of the centre’ researchers |
| **Sex** | | **Nationality** | | | | **TOTAL TRAINEES** |
| M | F | ES | EU | Latin America | Rest world |
| **2020** |  |  |  |  |  |  |  |  |
| **2021** |  |  |  |  |  |  |  |  |
| **2022** |  |  |  |  |  |  |  |  |
| **2023** |  |  |  |  |  |  |  |  |
| **2024** |  |  |  |  |  |  |  |  |
| **Average 2020-2024** |  |  |  |  |  |  |  |  |
| **Total predoctoral on 31st December 2024** |  |  |  |  |  |  |  | N.A. |

*(\*\*) Give the figures for 31st December.*

**c)**Indicate the countries of origin of the predoctoral trainees coming from “the rest of the world” in the corresponding column of the previous table

|  |  |
| --- | --- |
| Table 10: **Number of predoctorals from the rest of the world** | **Country of origin** |
|  |  |
|  |  |

*Add as many rows as necessary.*

* **Mandatory:**

**a)** Please include also the number of post-doctoral trainees disaggregated by sex and nationality during 2020-2024. Add as many rows as main departments, research programmes, units, sections or main functional areas described for the centre.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 11: **POST DOCTORAL TRAINEES[[2]](#footnote-2) (\*)(\*\*)** | | | | | | | | |
| *Add as many Areas A, B, C, … as adequate for your centre) (\*)* | Undergoing Training | | | | | | |  |
| **Sex** | | **Nationality** | | | | **TOTAL POSTDOCS TRAINEES** | **Postdocs starting in the year** |
| M | F | ES | EU | Latin America | Rest world |
| **Area A:** *Specify* | **Dep/Programme/Unit/Section/Functional Area A** | | | | | | |  |
| **2020** |  |  |  |  |  |  |  |  |
| **2021** |  |  |  |  |  |  |  |  |
| **2022** |  |  |  |  |  |  |  |  |
| **2023** |  |  |  |  |  |  |  |  |
| **2024** |  |  |  |  |  |  |  |  |
| **Average 2020-2024** |  |  |  |  |  |  |  |  |
| **Area B:** *Specify* | **Dep/Programme/Unit/Section/Functional Area B** | | | | | | |  |
| **2020** |  |  |  |  |  |  |  |  |
| **2021** |  |  |  |  |  |  |  |  |
| **2022** |  |  |  |  |  |  |  |  |
| **2023** |  |  |  |  |  |  |  |  |
| **2024** |  |  |  |  |  |  |  |  |
| **Average 2020-2024** |  |  |  |  |  |  |  |  |

*(\*) Number of people*

*(\*\*) Give the figures for 31st December.*

**b)** Totalise the previous table

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 12: **POST DOCTORAL TRAINEES[[3]](#footnote-3) *(\*) (\*\*)*** | | | | | | | | |
| All Areas | Undergoing Training | | | | | | |  |
| **Sex** | | **Nationality** | | | | **TOTAL POSTDOCS TRAINEES** | **Postdocs starting in the year** |
| M | F | ES | EU | Latin America | Rest world |
| **2020** |  |  |  |  |  |  |  |  |
| **2021** |  |  |  |  |  |  |  |  |
| **2022** |  |  |  |  |  |  |  |  |
| **2023** |  |  |  |  |  |  |  |  |
| **2024** |  |  |  |  |  |  |  |  |
| **Average 2020-2024** |  |  |  |  |  |  |  |  |
| **Total post-doctoral trainees on 31 December 2024** |  |  |  |  |  |  |  |  |

*(\*) Number of people*

*(\*\*) Give the figures for 31st.*

**c)**Indicate the countries of origin of the postdoctoral trainees coming from “the rest of the world” in the corresponding column of the previous table

|  |  |
| --- | --- |
| Table 13: **Number of postdoctoral trainees from the rest of the world** | **Country of origin** |
|  |  |
|  |  |

*Add as many rows as necessary.*

# 1.4. Overview. Human resources and training *(see section 12.1 of the application)*

* **Mandatory:** Insert one graph per main departments, research programmes, units, sections or main functional areas to demonstrate clearly the staff and trainees’ evolution in each department, research programme, unit, section or main functional area (FTE) (Remove the example below).

Figure 2:

*E.g.:* Department, unit, section, scientific area A

Gráfico

Descripción generada automáticamente

***IMPORTANT:*** *Remove this example and the whole box.*

* **Mandatory:** Insert as “figure 3” apie chart to show the distribution of total human resources at the centre, including administrative and core facility people in 2024 (FTE).

# 1.5. Funding Sources *(see section 12.1 of application)*

* **Mandatory:** Fill the table with the centre’s income (Euro) and its evolution 2021, 2022, 2023 and 2024, split by main source of revenue.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Table 14: **INCOME (Euro)** | **2020** | **2021** | **2022** | **2023** | **2024** | **AVERAGE** |
| **PUBLIC FUNDING (TOTAL)** |  |  |  |  |  |  |
| **Competitive sources** |  |  |  |  |  |  |
| H2020- Horizon Europe |  |  |  |  |  |  |
| International sources (excluding H2020- Horizon Europe) |  |  |  |  |  |  |
| National |  |  |  |  |  |  |
| Regional (Comunidades Autónomas) |  |  |  |  |  |  |
| Others |  |  |  |  |  |  |
| **Non-competitive sources** |  |  |  |  |  |  |
| International sources |  |  |  |  |  |  |
| National |  |  |  |  |  |  |
| Regional  (Comunidades Autónomas) |  |  |  |  |  |  |
| Others |  |  |  |  |  |  |
| **PRIVATE FUNDING (Total)** |  |  |  |  |  |  |
| **Competitive sources** |  |  |  |  |  |  |
| National |  |  |  |  |  |  |
| International |  |  |  |  |  |  |
| **Non-competitive sources** |  |  |  |  |  |  |
| National |  |  |  |  |  |  |
| International |  |  |  |  |  |  |
| **TOTAL FUNDING (Euro)** |  |  |  |  |  |  |

* **Mandatory:** Fill the table with the centre’s budget (Euro) and its evolution 2023 and 2024, split by main headings of expenditures. You may adapt the following template to the structure of the centre’s budget.

|  |  |  |  |
| --- | --- | --- | --- |
| Table 15: **EXPENDITURES (Euro)** | **2023** | **2024** | **AVERAGE** |
| **Personnel expenses (Total)(\*)** |  |  |  |
| Category 1 (specify) |  |  |  |
| Category 2 (specify) |  |  |  |
| Category 3 (specify) |  |  |  |
| **Operating costs (Total) (\*)** |  |  |  |
| Category 1 (specify) |  |  |  |
| Category 2 (specify) |  |  |  |
| Category 3 (specify) |  |  |  |
| **Capital expenditure (\*)** |  |  |  |
| Category 1 (specify) |  |  |  |
| Category 2 (specify) |  |  |  |
| Category 3 (specify) |  |  |  |
| **Others (\*)** |  |  |  |
| Category 1 (specify) |  |  |  |
| Category 2 (specify) |  |  |  |
| Category 3 (specify) |  |  |  |
| **TOTAL EXPENDITURE (Euro)** |  |  |  |

*(\*) Breakdown the expenses into the same categories as in the centre’s budget*

* **Mandatory:** Add pie charts below the table to demonstrate clearly the budget (income and expenditures), in the different years, as “figure 4”.

**2. Research outputs** *(see section 12.2 of application)*

* **Mandatory:**

Include in the following “figure 5” the ten most relevant publications listed in section 12.2 of the application, indicating whether they have been led by the centre or are the result of a collaboration with other research institutions or companies, or internal collaboration.

Figure 5

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Most relevant publications (\*) | Leadership at the center (\*\*)  (yes / no) | Internal collaboration (\*\*\*) (yes / no) | International collaboration (\*\*\*\*) (yes / no) | National collaboration (yes / no) | Collaboration with companies (yes / no) |
| Pub 1 |  |  |  |  |  |
| Pub 2 |  |  |  |  |  |
| Pub 3 |  |  |  |  |  |
| Pub 4 |  |  |  |  |  |
| Pub 5 |  |  |  |  |  |
| Pub 6 |  |  |  |  |  |
| Pub 7 |  |  |  |  |  |
| Pub 8 |  |  |  |  |  |
| Pub 9 |  |  |  |  |  |
| Pub 10 |  |  |  |  |  |

*(\*) Specify the publication listed in section 12.2 of the application.*

*(\*\*)* Leadership at the center: The corresponding author is affiliated to the center.

*(\*\*\*)* Internal collaboration: At least two PhD authors belong to different departments, research programs, units, sections or main functional areas of the center.

(\*\*\*\*) International collaboration: At least one author is affiliated to an international research institution, provided that the other author/s belong to the center. Otherwise, at least two authors should be affiliated to two different international research institutions.

Please highlight the cells with “yes” answers in green, so that the distribution can be seen at a glance.

# 3. International leadership *(see section 12.3 of the application)*

* **Mandatory:**

**a)** Provide data of the research visits (longer than 3 months) to the centre by research active academic staff at other institutions, by sex and nationality split by the centre’s main departments, research programmes, units, sections or main functional areas.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 16: **RESEARCH VISITS (\*)** | | | | | | | | | |
| *(Add as many Areas A, B, C, … as adequate for your centre) (\*)* | **Number** | | **Sex** | | **Nationality** | | | | **TOTAL** |
| **Predoc/Postdoc (\*\*)** | **Senior (\*\*\*)** | **M** | **F** | **ES** | **EU** | **Latin American** | **Rest world** |  |
| **Area A:** *Specify* | **Dep/Programme/Unit/Section/Functional Area A** *(Specify)* | | | | | | | | **TOTAL** |
| 2020 |  |  |  |  |  |  |  |  |  |
| 2021 |  |  |  |  |  |  |  |  |  |
| 2022 |  |  |  |  |  |  |  |  |  |
| 2023 |  |  |  |  |  |  |  |  |  |
| 2024 |  |  |  |  |  |  |  |  |  |
| **Average 2020-2024 Area A** |  |  |  |  |  |  |  |  |  |
| **Area B:** *Specify* | **Dep/Programme/Unit/Section/Functional Area B** *(Specify)* | | | | | | | | **TOTAL** |
| 2020 |  |  |  |  |  |  |  |  |  |
| 2021 |  |  |  |  |  |  |  |  |  |
| 2022 |  |  |  |  |  |  |  |  |  |
| 2023 |  |  |  |  |  |  |  |  |  |
| 2024 |  |  |  |  |  |  |  |  |  |
| **Average 2020-2024 Area B** |  |  |  |  |  |  |  |  |  |
|  |  | | | | | | | | **TOTAL** |
|  |  |  |  |  |  |  |  |  |  |

*(\*) Number of people. Give the figures for 31st December.*

*(\*\*) Predoctoral students who are registered as PhD students at another institution or Researchers who have obtained their PhD in the past three years enrolled for a postdoc in other institution.*

*(\*\*\*) Researchers active at other institutions.*

**b)** Totalise

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Table 17: **TOTAL RESEARCH VISITS** | | | | | | | | | | |
| *All areas* | **Number** | | | **Sex** | | **Nationality** | | | | **TOTAL** |
| **Predoc/Postdoc (\*\*)** | | **Senior (\*\*\*)** | **M** | **F** | **ES** | **EU** | **Latin American** | **Rest world** |  |
| 2020 |  | |  |  |  |  |  |  |  |  |
| 2021 |  | |  |  |  |  |  |  |  |  |
| 2022 |  | |  |  |  |  |  |  |  |  |
| 2023 |  | |  |  |  |  |  |  |  |  |
| 2024 |  | |  |  |  |  |  |  |  |  |
| **Average 2020-2024 All areas** |  | |  |  |  |  |  |  |  |  |
| AVERAGE DURATION (DAYS) OF THE VISITS TO THE CENTRE PER VISITING RESEARCHER IN 2024 |  |  | |  |  |  |  |  |  |  |

**c)**Indicate the countries of origin of the visiting researchers coming from “the rest of the world” of the corresponding column of the previous table.

|  |  |
| --- | --- |
| Table 18: **Number of visiting researchers from the rest of the world** | **Country of origin** |
|  |  |
|  |  |

*Add as many rows as necessary.*

* **Mandatory:** Include the Benchmarking of the Centre against other national and at least three international centres you consider to be the leaders or at least similar to your centre. The benchmarking exercise should compare centres, and not wider institutions (as it is a whole university, etc). The benchmark issues should comprise size, research output, human resources, and funding. Include in the comparison (if possible) a brief description of the selected centre including research scope, number of researchers and employees, publications and impact, and budget, as well as the source of the information.

*Choose the most appropriate format to show the information, being complementary to what is given under the Application Form. In case you include tables or figures, please number them consecutively, starting by “table 19” and/or “figure 6”.*

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1. *Pre Doctoral trainees refer to the number of doctoral students enrolled in PhD programs and conducting their thesis under the supervision of research staff of the center.* [↑](#footnote-ref-1)
2. *Post Doctoral trainees refer to the number of researchers who have obtained their PhD in the past three years. “Juan de la Cierva formación” and long term MSCA grants should be included here.* [↑](#footnote-ref-2)
3. *Postdoctoral trainees refer to the number of researchers who have obtained their PhD in the past three years. Juan de la Cierva and long term MSCA grants should be included here.* [↑](#footnote-ref-3)