



ASSISTID

Frequently Asked Questions



How many Fellowships are available?

ASSISTID will fund 40 fellows in total over two calls. Following each of the two calls, 16 positions for incoming fellowships and 4 positions for outgoing fellowships will be offered.

What research fields does the ASSISTID programme cover?

Fellows have full freedom in the choice of their research topic, provided that it falls within the wide research area of 'Assistive Technologies for Autism and Intellectual Disabilities'. This includes, but is not limited to: Applied Behaviour Analysis and Autism, Augmentative and alternative communication, Assistive technologies and innovative learning, Intellectual disability research Ethics and rehabilitation, Intellectual disability policy and law, Multimedia development, Rehabilitation and counselling in employment for intellectual disability.

What is the deadline for application submission?

The deadline for submission of applications for the final call (Call 2, currently open) is 30th September 2015.

What is the salary and mobility allowance for these positions?

Each fellow is entitled to a **living allowance**, which is the salary of the fellow (gross salary minus employer's social security charges). It will be paid by the host organization to the fellow directly. The yearly average living allowance for the incoming mobility scheme is €44,000.00. The yearly average living allowance for the outgoing mobility scheme is €45,000 - €55,000.00 (dependent upon location). Included in the living allowance for the outgoing scheme is an amount of €867.00 / outgoing fellow / year that may be used to purchase private health insurance.

Each fellow is entitled to a **mobility allowance**. The monthly mobility allowance is paid to cover expenses linked to the personal household, relocation and travel expenses of the fellow. The mobility allowance will be paid directly to the fellow and is subject to national taxation legislation. Reference rates are set for fellows with and without family. The reference rate for researchers without a family is €700 / month and €1000 / month for researchers with a family.

Living and mobility allowances will be subject to national taxation and pension legislation.

Each fellow is entitled to a flat-rate contribution to **research costs**, for expenses related to the participation of the researcher in research and training activities. The research costs are calculated as a flat rate of €750 per researcher month or €9,000/year/fellow.

For further information on the financial aspects please contact sgorman@respect.ie.

What are the different types of Fellowships available in the Programme?

The ASSISTID fellowship programme offers two types of fellowships: incoming and outgoing. The Incoming mobility programme offers fellowships of 24 months to Experienced Researchers from outside of the Republic of Ireland (ROI) at one of the ROI universities participating in the DOCTRID Research Institute.

The Outgoing mobility programme offers fellowships of 36 months to Experienced Researchers based in the ROI, consisting of an outgoing phase of 24 months and a return phase of 12 months. The outgoing phase will take place in one of the non-ROI based university partners in the DOCTRID RI: MSU, UMMS, Ulster University, QUB, or to another university or a private sector partner world-wide with a proven high international research standard. The return phase will take place in one of the ROI universities participating in the DOCTRID Research Institute.

What is the duration of a Fellowship?

All Incoming fellowships funded under this Programme have a duration of two years. All Outgoing fellowships have a duration of 3 years; 2 years at an outgoing host laboratory outside of ROI and the final year at a one of the ROI host universities within the DOCTRID RI.

Is ASSISTID open to applicants from any country?

Applicants from any country in the world can apply for Incoming Fellowships provided that at the time of the deadline for submission of proposals, they shall not have resided or carried out their main activity (work, studies, etc.) in the ROI for more than 12 months in the 3 years immediately prior to the deadline for submission date. Compulsory national service and/or short stays such as holidays are not taken into account. Applicants who are applying for the Outgoing Fellowship can be of any nationality but must be resident in the ROI at the time of the deadline for submission. They must not have resided or carried out their main activity (work, study etc) in the country of their host organization for more than 12 months in the 3 years immediately prior to the submission deadline. In addition, it should be noted that there are EU restrictive measures (sanctions) in place which can prohibit the participation of and/or provision of technical training to nationals and/or residents of certain countries in specific research fields-more information can be found at http://eeas.europa.eu/cfsp/sanctions/docs/measures_en.pdf

Is there an age limit for Incoming Fellows and Outgoing Fellows applying for the ASSISTID Fellowships?

ASSISTID has no age limit for any researchers applying for its Fellowships. Applicants have to meet the specific eligibility criteria outlined in detail in the Eligibility Criteria section of the website, but age is not one of them.

Can someone with research experience but without a PhD apply?

Researchers who apply for the incoming and outgoing fellowships, at the time of the call deadline, be in possession of a doctoral degree or have at least 4 years of full-time equivalent (FTE) research experience.

At least four years of full-time equivalent (FTE) research experience applies to researchers who have been working on their PhD for at least four years and are near completion and those who have four years of full time experience in research, but are not working towards PhD completion (examples of such researchers include: someone with MD (medical doctor, which is not considered equivalent to a PhD in the Marie Curie Actions) or a research assistant in academia or industry).

How can I calculate required research experience when applying for Fellowships under ASSISTID?

All research undertaken after the researcher has gained a university degree/diploma giving them access to doctoral studies (the degree/diploma must entitle the holder to embark on doctoral studies without having to acquire any further qualifications) can be counted. Research experience in an organisation where research activity was only part of applicant's duties will not be counted as full time research experience. Applicants lacking the requisite years of full-time postgraduate research experience by the deadline for the submission of proposals are not eligible.

I have taken a career break, but would like to return to research, can I apply?

ASSISTID wishes to encourage those researchers who have temporarily left research to return to their research careers. ASSISTID also wishes to value those working experiences that do not qualify as pure 'research experience',

but that nevertheless are valuable experiences in the researcher's career, such as periods in project management. ASSISTID also wishes to value research experience in other sectors, such as industry, where applicants may not have been in a position to publish in peer-reviewed journals. Therefore, career breaks of up to 5 years are taken into account.

Career breaks include parental leave, maternity leave, caring leave, or periods of working in an industrial or governmental/public sector setting where the applicant was not in a position to publish peer-reviewed publications, or periods spent working in a purely teaching position where the applicant was unable to continue their research.

How are applications submitted?

Applications for the ASSISTID Programme will be accepted only through the online application system, which will be open on the Programme website during the submission phase of each Call.

Can I simultaneously submit applications to ASSISTID and other Marie Curie programmes?

Yes, but if you are successful you will have to choose one of them in case they overlap. It is not permissible to hold more than one Marie Curie Fellowship at a time.

Can I submit two applications within one call?

No, only one proposal can be submitted per applicant within the call. However you can submit an application that involves working with more than one Host Organisation provided they both agree and it is clear which will be your main employer during your Fellowship. You can also be seconded to another organisation for a maximum of three months in any 12-month period. If you are unsuccessful in Call 1 you are free to submit your proposal again in Call 2.

Do I need to submit documentation certifying the fulfillment of the requirements of the call (e.g. PhD certificate, etc.)?

No, this documentation is not needed at the application submission stage. Successful candidates will be required to present it prior to accepting the grant.

In what language should the applications be submitted?

Only applications written in English will be accepted.

Should the proposal include a detailed list of publications or is it enough to note the cited references in footnotes?

It is sufficient to note the references of the proposal in footnotes. A list of publications and project relevant references can be submitted as part of the proposal; however, it is not mandatory.

What should I do if I am not sure whether my subject is eligible for funding under the ASSISTID Programme?

Please send the Programme Manager a short project summary by email. The Programme Manager will respond to you within a few days to let you know whether you can apply.

Is it possible to update my application or to submit additional material/information after the call deadline?

No, it is not possible for any applicant to submit additional material or information once their application has been submitted and online application system is closed.

What happens to my submission if it is incomplete?

Completeness of the application will be checked at the eligibility checking phase. Incomplete submissions will be deemed ineligible. Applicants can resubmit their application under the future ASSISTID Calls in 2015.

How will project proposals be evaluated?

All eligible applications will be sent out for external international peer-review. Each application will be evaluated by three independent assessors. More details on the evaluation procedures can be found in the Application Process section and Call Documentation.

Can I propose a new outgoing host institution which is not already listed?

Yes. A list of potential outgoing and incoming host institutions which collaborate with the ASSISTID is available in the Host Institutions section. Applicants may also propose an additional new host university based on its appropriateness for the proposed project and development of the researcher's career. Existing collaborative links must exist with the DOCTRID Research Institute. Any outgoing host institution proposed is required to meet the eligibility criteria for host organisations for outgoing phase, which are listed in the Eligibility Criteria section.

How do I seek approval for a host which is not in the DOCTRID network?

Fellows may choose to go to another institution outside the DOCTRID network which they feel will be of benefit to their training and career development. The fellow together with their host supervisor must seek approval for partners (either academic or public sector) which are outside the DOCTRID network by submitting a written justification including previous/ongoing collaborations between both parties to the Programmes Manager. The PM will in turn submit this to the DOCTRID Research Board for approval.

Can I undertake a secondment during my fellowship?

Research visits or secondments to other DOCTRID partners and collaborators (either academic or private industry) are possible. Engagement with the Daughters of Charity Disability Service is strongly encouraged, either through project design and including service users in the study or through a secondment period. Secondments cannot take up more than 3 months per year of the fellowship. The original host organisation remains the sole employer of the fellow. Secondments do not have to be confirmed in advance of submitting the proposal for funding; these can be decided at any time throughout the duration of the fellowship. However, if while preparing the proposal, the applicant is aware of a specific secondment which they are interested in and which will require the approval of the DOCTRID Research Board, the Programme manager should be approached with this request as soon as possible.

How long does the evaluation process take?

The ASSISTID fellows will be recruited in accordance with The European Charter for Researchers and The Code of Conduct for the Recruitment of Researchers and in accordance with Marie-Curie evaluation guidelines. All evaluators are briefed on the requirements and guidelines for evaluation, more information on this can be found in the Guide for Applicants Part III. The evaluation process will take 12 weeks in total. There are a number of steps involved as outlined below:

Eligibility Check-2 weeks

Remote Review by independent international reviewers-5 weeks

Ethics Check-1 week

Shortlisting and ranked list compilation-1 week

Schedule and conduct interviews-3 weeks

Will I be informed about the reasons for refusing my application?

All applicants will receive feedback on applications submitted, including results of the eligibility check, final score and qualitative assessment from the external peer-review process. Ineligible applicants and applicants with ineligible proposals receive an email within 12 weeks after the deadline stating the reason(s) for the ineligibility of their proposal. All applicants whose proposals have been remotely reviewed will receive a letter with details of the score received and whether they are invited to interview. Following the interview stage, all interviewed applicants receive an interview report including remarks and scores achieved. All interviewed applicants will receive a letter to inform them if they have been offered a fellowship.

Will I have an opportunity to appeal the decision following the evaluation process?

Yes, applicants may submit a request for redress within 30 days after receiving the evaluation results at any stage of the process. Redress requests can only be made regarding procedural issues of perceived incorrect application of eligibility criteria. Redress requests cannot be made regarding the scientific judgment of the remote reviewers or selection committee. Applicants will be informed about the result of their redress within 30 days.

When will I receive information on whether or not I will be offered a Fellowship?

It is expected that the final phase of the selection process, interviews, will take place in January 2015 for Call 1. Offers to the successful applicants will be made by the UCD Human Resources department shortly after the Selection Committee makes its recommendations.

Is the scheme open to US citizens or citizens from other third countries?

Yes, US citizens can apply provided their research proposal is with a host organisation in the EU or an Associated Country. You must not have worked in your host organisation's country for more than 12 months in the three years before the closing date of the Call. Any country which is not one of the 28 EU member states or Associated Countries is defined as a 'Third Country'.

Can candidates from the Republic of Ireland choose to work in the Northern Irish universities (QUB and UU) or elsewhere in Europe, or are they only eligible to work in the USA/Canada?

All candidates resident in ROI will be applying for the Outgoing fellowships, ie 2 yrs in an institution outside of the ROI plus 1 yr return phase back in the home university in the ROI. They can apply to QUB or UU, plus UMass and MSU (all DOCTRID partners) for their 2 yrs outgoing phase. If there is a university outside of these 4 they wish to go to, they must write a letter to the DOCTRID Research Board to justify this new institution. Please see the Guide for Applicants Part I, Section 2.2 and 2.3 for more details.

Can I apply for a fellowship where I remain in my current university and maintain contact with my host supervisor remotely or through regular meetings (Skype, phone or face to face?)

No, mobility is an essential part of the Marie-Curie programmes. The host university must not be in the country in which you are currently residing and you must relocate to the host institution for the duration of the fellowship (Note-for outgoing fellowships, the first 2 years are in the host institution and the final third year is in the home institution in Republic of Ireland)

For Outgoing fellowships, can I spend the first year in Ireland and the last 2 years in the host institution in Northern Ireland or US, or alternatively could I spend the first year in the host institution and the last 2 years in my home institution in ROI?

No, the Marie-Curie rules state that an outgoing fellowship must have an outgoing phase where the fellow moves to the host institution for the first 2 years followed by a 1 year re-integration phase in the home institution.

Can applicants submit an application for a joint project?

No, fellowships are designed to be individual projects and each applicant must submit a personal research project. However, any collaborations (eg with other disciplines) which are envisioned during the fellowship should be highlighted.