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Brussels

Marie Skłodowska-Curie Actions (MSCA) Postdoctoral Fellowships

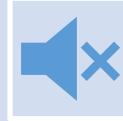


**Information For Applicants:
Submission and Evaluation**

mariecurie-uk@ukro.ac.uk

15 May 2024

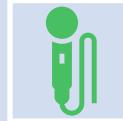
Housekeeping



All participants will be muted for the duration of the webinar.



A chat function is available and will be monitored.



The session is **recorded**



Please use the Q&A function to submit questions. Up voting is available

Agenda

1 Welcome

UK Relationship to EU

2 The Key Aspects of a Successful Proposal

3 Submission Process

Overview of the submission process

4 Evaluation Process

Overview of the evaluation process

5 Guest Speakers

Dr. Alan Goddard & Paul Knobbs - Aston University

6 Question and Answer



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UK's Relationship with the EU

Participation on Horizon Europe



Horizon Europe participation

- On 24 December 2020, the negotiations on the UK-EU Trade and Cooperation Agreement concluded
- The [announcement](#) confirmed **the UK's intention to associate to Horizon Europe**
- **As of 1 January 2024, the UK is associated to the Horizon Europe programme, including MSCA.**
- This includes **full participation in the programme** (except for the EIC Fund)
- UK entities can participate in/coordinate projects and receive funding from Horizon Europe, **incl. all MSC Actions**
- [European Commission's Q&A](#) confirms UK eligibility
- UKRO [website](#) provides latest information on UK participation



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UK participation in Horizon Europe

All 2024 (and subsequent) MSCA Work Programme calls will be covered by the UK's association to Horizon Europe, with applicants receiving their funding directly from the European Commission.

They will be able to participate **as beneficiaries** with the same rights and obligations as EU MS.

*"UK researchers will be able to fully participate in the Horizon Europe programme on the same terms as researchers from other associated countries, including leading consortia, **from the 2024 Work Programmes and onwards – including any 2024 calls opening this year.**"*

[Joint Statement by the European Commission and the UK Government, 7 September 2023.](#)



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Department for Science, Innovation & Technology (DSIT): Explainer Document

Successful applicant to 2021, 2022 or 2023 Work Programme grant calls

Project will be funded by the UK guarantee

Successful applicant to 2024 (or later) Work Programme

Project will be funded by the European Commission

Areas of Horizon Europe that the UK cannot participate in

UK applicants will be able to participate in the full Horizon Europe programme. The only exceptions to this are:

1. the European Innovation Council (EIC) Fund – which provides equity finance support to EIC Accelerator projects; and
2. limited exceptional cases where the eligibility for individual funding calls is limited to member states or certain other countries under current Work Programmes. Going forward the EU will assess UK participants' access to these parts of the Horizon Europe programme on equal terms with other associated countries.

[UK Association to Horizon Europe and Copernicus programmes: explainer - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/uk-association-to-horizon-europe-and-copernicus-programmes-explainer)



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What does this mean for the Marie Skłodowska-Curie Actions?

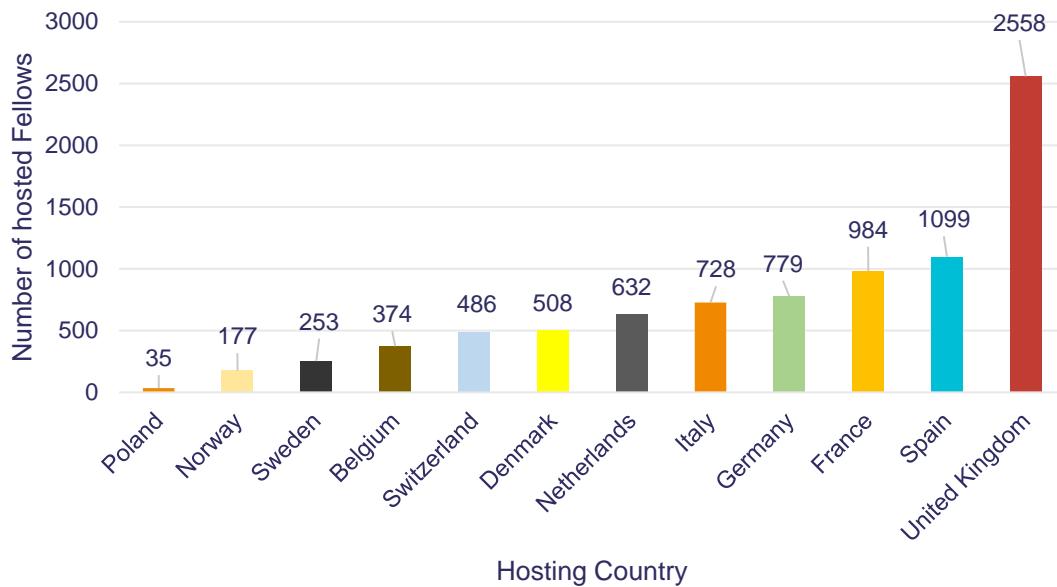
UK based organisations and researchers can;

- Host European Fellowships
- Host the return phase of a Global Fellowship
- Host MSCA fellows on secondments
- Host MSCA fellows for the optional non-academic placement at the end of the fellowship

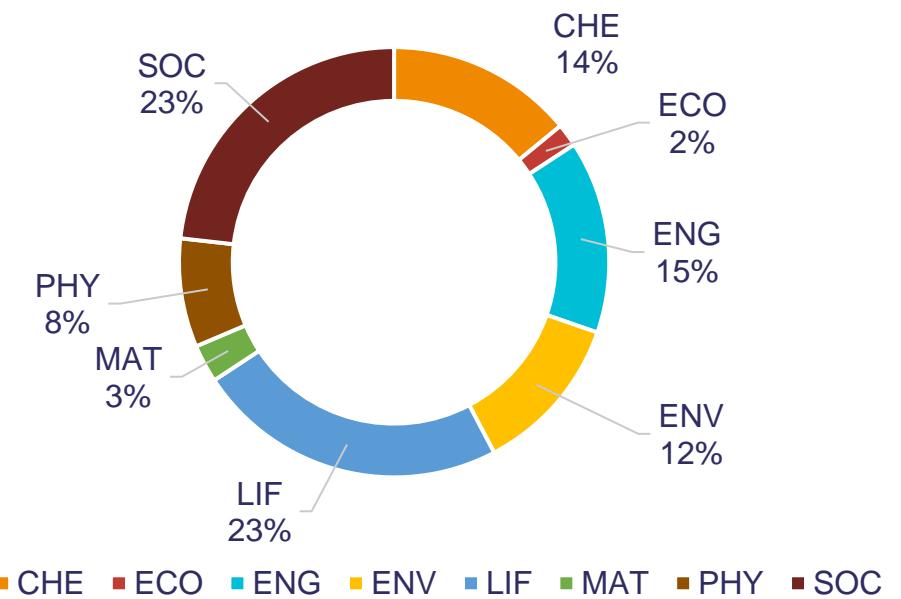


UK Success statistics – H2020 and Horizon Europe

**Number of MSCA Individual Fellows
(Horizon 2020)**



Thematic disciplines of successful UK-based Individual Fellows (Horizon 2020)



Horizon Europe

Success rate of MSCA PF proposals submitted with UK institutions

2021 MSCA PF Call

14.78%

2022 MSCA PF Call

17.74%

2023 MSCA PF Call

21.96%

MSCA Postdoctoral Fellowships

HORIZON-MSCA-2024-PF-01

Call deadline: 17:00 CET 11 September 2024

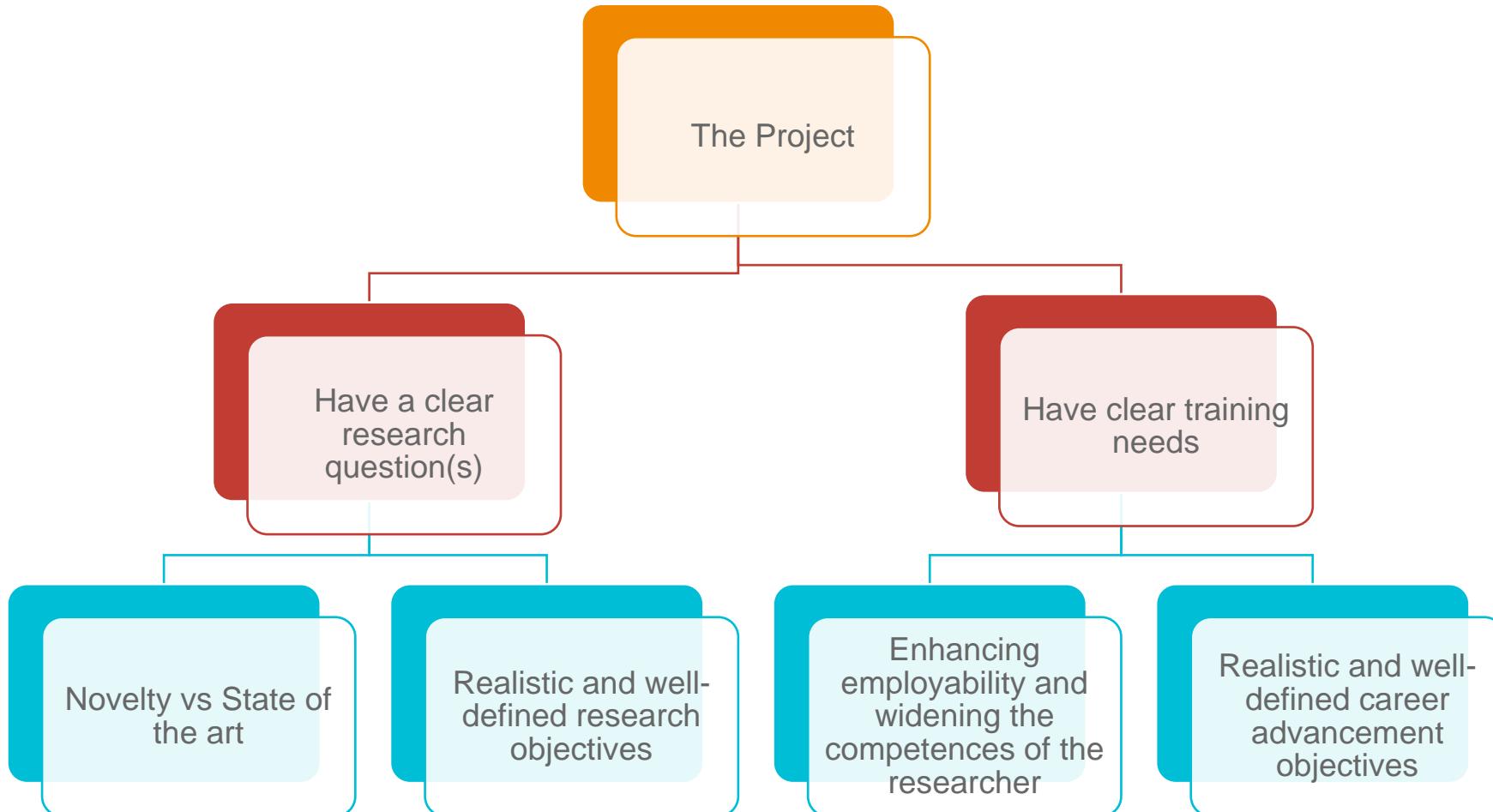


Postdoctoral Fellowships

Training through Research

- Enhance the creative and innovative potential of post-doctoral researchers
- Fund **all research areas**
- Fellowship lasts **12 -36 months depending on the type of fellowship**
 - European Fellowship: 12-24 months
 - Global Fellowship: Outgoing Phase: 12-24 months; Return Phase: 12 months.
- All fellowships can include **short stays, research trips, field work, secondments, placement in the non-academic sector etc.**
- Fellows can be recruited to either the academic or non-academic sector
- No nationality requirements

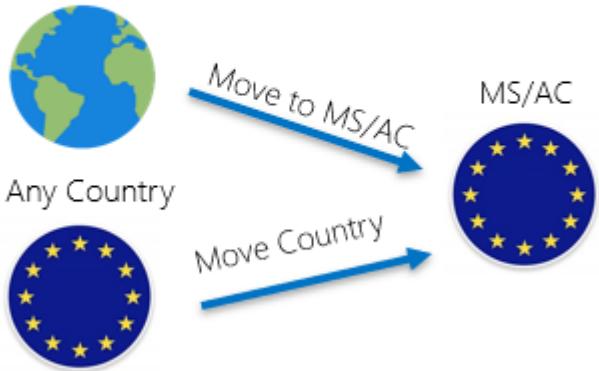
Training through Research



Types of fellowships

European Fellowships

(12-24 months)



Mobility rule applies to the host organisation (beneficiary)

Global Fellowships

(12-24 months) + (12 month return phase)



Mobility rule applies to the organisation hosting of the outgoing phase (associated partner)

**applicants must be considered a long term resident of one or more EU Member States (MS) or Horizon Europe Associated Countries (AC) of at least 5 consecutive years.*

The Researcher

Is this the right fit?

- Does the researcher have the potential to reach or re-enforce professional maturity/independence during the fellowship?
- Is the researcher able to clearly demonstrate their experience, competences and skills (relative to their career stage)?
- **The track record is evaluated against other researchers in the same career stage, discipline and sector**
- What are the future career prospects of the researcher?
- Does the researcher have clear scientific and training goals?
- How will the researcher be integrated into the team(s)/institution(s)?
- What knowledge is the researcher bringing and what will be gained during the project?



The Researcher

- **Appropriate level of supervision** depends on the career stage of both parties, and the expectations of the project
- **The best proposals are constructed where the Supervisor has an active role in their development!**
- Think about/explain how the relationship will work day-to-day.
- Can be built on an existing collaborative relationship, but justify this in the application
- For less experienced supervisors, highlight any **mentorship/ support** for the supervisor; justify their involvement
- Additional individuals can take on a mentor/co-supervisor role
- **Supervisor needs to be committed and involved for the full duration of the fellowship – evaluators must be convinced of this!**
- Check out the [Guidelines for Supervision](#)



Host Institutions

Why are they the best place to undertake the project?

Does the host have the necessary skills and experience to help meet the project objectives (research & training)?

Look beyond the potential supervisor – departmental & institutional level matters as well

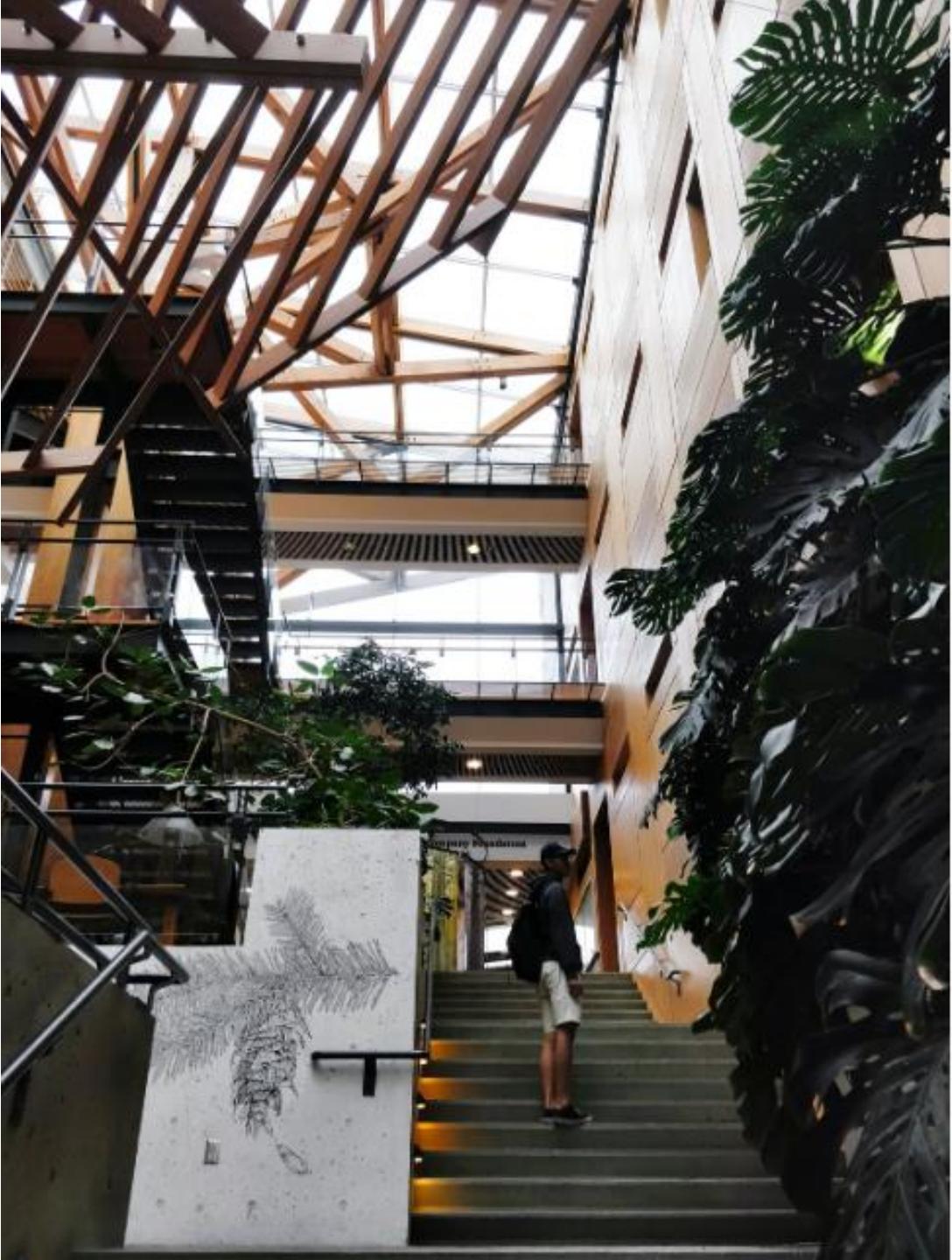
How will you be integrated into the institution?

The institution needs to be aware of the submission!

Work closely with colleagues to set expectations and avoid surprises (during proposal development and project implementation)



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Other key Elements

Excellence, Impact and Implementation

Think about how to incorporate...

- **Gender**, and the gender dimension of your research
- **Open science** and open science practices
- **Dissemination, exploitation and communication plans**
- Public engagement
- **Impact** (scientific, societal and economic)
- **Quality of the supervision**
- Integration in the team/institution and knowledge exchange

These aspects must be addressed in your proposal.



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Finding your supervisor/Fellow

- EURAXESS:
<https://euraxess.ec.europa.eu/de>
- “Partner Search” on Call Website:
<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2024-pf-01-01>
- Social Media – *LinkedIn or X*
- Cold-Emailing or via Network



Submission Process

Getting started



Submission outline

Register in the [Funding & Tender Opportunities Portal](#) and create an **ECAS/EU Login account**

Get in touch with your **research support office** – How will you work together on the proposal writing and submission?

Add relevant **contact people** to the online application

Submit **early and often** – *latest version will be accepted*

Keep the [Guide for Applicants](#), the [MSCA PF Handbook*](#), and [MSCA Work Programme](#) in front of you!!!

*Updated version expected to be available later this summer.

Funding & Tender Opportunities Portal (FTOP)

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2024-pf-01-01>

The screenshot shows the EU Funding & Tenders Portal for the MSCA Postdoctoral Fellowships 2024. The URL in the browser bar is <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2024-pf-01-01>. The page title is "MSCA Postdoctoral Fellowships 2024 HORIZON-MSCA-2024-PF-01-01". A red box highlights the main content area: "Call webpage – all call information, submission link etc.". The left sidebar has a "Topic" section with "Call for proposal". The main content area includes sections for "General information", "Programme" (Horizon Europe Framework Programme (HORIZON)), "Call" (MSCA Postdoctoral Fellowships 2024 (HORIZON-MSCA-2024-PF-01)), "Type of action" (HORIZON-TMA-MSCA-PF-EF HORIZON TMA MSCA Postdoctoral Fellowships - European Fellowships), "Type of MGA" (HORIZON Unit Grant [HORIZON-AG-UN]), "Deadline model" (single-stage), "Opening date" (23 April 2024), and "Deadline date" (11 September 2024 17:00:00 Brussels time). A green button labeled "Open For Submission" is present next to each of these four rows. A "Budget overview" button is also visible. At the bottom, there is a "Topic description" section with "ExpectedOutcome:" and "For supported postdoctoral fellows...". A "Show more" link is at the bottom right. The top right corner features a "Register here" button, which is highlighted with a red box.

Call Page on Funding & Tender Opportunities Portal

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2024-pf-01-01>

Start submission

 Need help?

To access the Electronic Submission Service, please click on the submission-button next to the **type of action** and the **type of model grant agreement** that corresponds to your proposal. You will then be asked to confirm your choice, as it cannot be changed in the submission system. Upon confirmation, you will be linked to the correct entry point.

To access existing draft proposals for this topic, please login to the Funding & Tenders Portal and select the My Proposals page of the My Area section.

Please select the type of your submission:

HORIZON TMA MSCA Postdoctoral Fellowships - European Fellowships [HORIZON-TMA-MSCA-PF-EF], HORIZON Unit Grant [HORIZON-AG-UN]
Start submission

HORIZON TMA MSCA Postdoctoral Fellowships - Global Fellowships [HORIZON-TMA-MSCA-PF-GF], HORIZON Unit Grant [HORIZON-AG-UN]
Start submission



Submission link for this call

- Select the right call
 - either European Fellowship or Global Fellowship



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Who Submits?

[Under call H2020-MSCA-IF-2020, topic MSCA-IF-2020, why should a researcher not submit the proposal on his/her own?](#)

- Because the legal responsibility lies with the host organisation in a Member State or Associated Country (future beneficiary) and only the supervisor, appointed by this organisation, can act on its behalf until the signature of the Grant Agreement.
- As such, **only the supervisor should press the "submit" button and take any other actions in the name of the organisation (e.g. initiate the "review process" that replaces the redress procedure for Horizon 2020) until the Grant Agreement is signed.**
- However, the electronic submission system will still allow the researcher to submit the proposal. They should consider the implications of this carefully before doing so.

Talk as early as possible with your research office about submitting.



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The Submission Portal



Submission system

European Commission | Funding: Submission Service

Welcome Anne Nierobisch

Timeline: Login (green checkmark) → Topic selection (green checkmark) → Create proposal (pencil icon) → Participants → Proposal forms → Submit

Create proposal

Deadline
11 September 2024 17:00:00 Brussels Local Time
121 days left until closure

Call data
Call: HORIZON-MSCA-2024-PF-01
Topic: HORIZON-MSCA-2024-PF-01-01
Type of action: HORIZON-TMA-MSCA-PF-EF
Type of MGA: HORIZON-AG-UN

Warning: Topic and type of action can only be changed by creating a new proposal.

Template for Part B
Must be uploaded as .pdf

Download Part B templates
Download part B templates

Support & Helpdesk **Support**

Online Manual IT How To

IT Helpdesk FAQ

Service Desk:
EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu
+32 2 29 92222

Find your organisation

PIC i *
Organisations you have been previously associated with. (Click to select)

PIC: 906446474
UKRI
POLARIS HOUSE NORTH STAR AVENUE
SWINDON,UK
VAT: GB287461957

Short name i * 250 **Search**

Your role
Please indicate your role in this proposal *
 Supervisor (Main contact person)
 Researcher
 Contact person

Your proposal
It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Part A completed online



Submission Process

Part A – Administrative
Forms



Participant Identification Code and your role

⚠ Please submit your proposal at the latest 48 hours before the deadline (to avoid system congestion or system incompatibility issues). Late proposals will not be accepted. Don't wait until the end because you are worried about confidentiality – we will not open the proposals before the deadline. You can submit the proposal as many times as you wish up until the deadline. Each new submitted version will replace the previous one.

Find your organisation

PIC **1** * 9
This field is required

Short name **1** * 250

Search

Organisations you have been previously associated with. (Click to select)

PIC: 906446474
UKRI
POLARIS HOUSE NORTH STAR AVENUE
SWINDON,UK
VAT: GB287461957

Host organisation.

European Fellowship: Host organisation (Beneficiary)
Global Fellowship: Host of Return Phase (Beneficiary)

Identified by Participant Identification Code (PIC)
Ask your host(s) early for this code.

Your role

Please indicate your role in this proposal *

Supervisor (Main contact person)
 Researcher
 Contact person

Research office.

The Scientific Panel

Your proposal

It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym *

Test_msca_pf_anne

3

Short Summary *

Test

1995

Abstract: maximum 2,000 characters



Scientific Panel *

This field is required



The Scientific Panel.

SAVE AND GO TO NEXT STEP

Select the Scientific Area (i.e. panel) which is the “best fit”

*Chemistry (CHE), Social Sciences and Humanities (SOC),
Economic Sciences (ECO), Information Science and Engineering (ENG),
Environment and Geosciences (ENV),
Life Sciences (LIF), Mathematics (MAT), Physics (PHY)*

The Scientific Panel

Acronym *Acronym is mandatory*

Proposal title

The title should be no longer than 200 characters (with spaces) and should be understandable to the non-specialist in your field.

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Scientific Area

Please select up to 5 descriptors (and at least 3) that best characterise the subject of your proposal, in descending order of relevance.

Descriptor 1

Free keywords

Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).

Please choose the scientific area and descriptors carefully, and in order of importance, since this will guide the REA in the selection of experts for proposal evaluation and the allocation of proposals to experts.

□ Include up to 5 “Descriptors” which best characterise the content of the proposal, in descending order of relevance, as they will be used to assign evaluators.

- First 3 descriptors ([MSCA keywords](#)) linked to selected panel, others unrestricted
- Then free keywords possible.

How to choose keywords –read this EC FAQ:

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/faq/17030>



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Panel Selection

- Evaluation Panels
 - *Chemistry (CHE), Social Sciences and Humanities (SOC), Economic Sciences (ECO), Information Science and Engineering (ENG), Environment and Geosciences (ENV), Life Sciences (LIF), Mathematics (MAT), Physics (PHY)*
- No predefined budget allocation among the panels
 - Budget distributed based on number of eligible proposals in each panel
- Multidisciplinary is encouraged
- **Abstract and Descriptors are important to assign evaluators.**



Adding Participants

i In this step, the coordinator can manage and review the participants.

Close

Note: The changes will be applied only after you click the "Save Changes" button.

⚠ Proposals with an additional placement period in the non-academic sector require 1 Associated Partner organisation located in a Member State or Associated Country. If your proposal does not include such additional placement, please ignore this warning. Do not add here Associated partners for Secondments.

Number of participants: 1

Reorder

🏛️ Applicant (FUTURE BENEFICIARY)
UKRI

1 UKRI

UNITED KINGDOM RESEARCH AND INNOVATION
SWINDON, UK
PIC: 906446474

Change organisation

Contact organisation

Contacts

Max. 3 contact: Supervisors,
researcher and contact person

i **Add contact**

Supervisor (Main contact person)
Anne Nierobisch

Only encode Associated Partners for:

- Outgoing Phase (TC) – For GF
 - Non-Academic Placement (MS/ HE AC) – if applicable
- (Do not add secondment hosts here)**

Add Partner

Add Associated partner

SAVE

SAVE AND GO TO NEXT STEP

NEXT

Participant List

[Horizon Europe MSCA - How to apply - European Commission \(europa.eu\)](#),
“Most Common Mistakes in MSCA PF Proposal Submission”

Number of participants: 3

Applicant (Future Beneficiary)

1 Test Camelia-Valeria

Test Camelia-Valeria
Brussels, BE
PIC: 913842918

Contacts: 0

Add contact +

Jane Doe - Supervisor

Mario Rossi - Researcher

Jean Dupont - Contact person

Change organisation Contact organisation

Associated Partner

2 OFFICE FOR SPONSORED PROGRAMS

PRESIDENT AND FELLOWS OF HARVARD COLLEGE
CAMBRIDGE, US
PIC: 992204077

Change organisation Contact organisation

Associated Partner

3 Microsoft Research & Development France

Microsoft Research and Development France
Issy Les Moulineaux, FR
PIC: 989925450

Change organisation Contact organisation

Add Partner + Add Associated partner +

SAVE SAVE AND GO TO NEXT STEP NEXT

Maximum Nb of Participants for **GF**: 3

Maximum Nb of Participants for **EF**: 2

Host Applicant (MS/HE AC)

ASSOCIATED PARTNERS

First Associated partner: Host of Outgoing Phase
(Third Country)

Always put the outgoing phase
partner first

Second Associated partner: Host for Non-Academic
Placement (MS/HE AC)



Do not encode hosts for secondments here

Part A Administrative Forms

Beneficiary Information	Researcher Information	Budget table	Other information
<ul style="list-style-type: none">• Participant Information Code (PIC)• Outgoing host (for GF)• Non-academic placement host (if applicable)• Indicate if secondment planned, but outline only in Part B	<ul style="list-style-type: none">• PhD award date (or date of successful defence)• If PhD awarded more than 8 years ago, complete table for extensions• Countries of residence for past 5 years	<ul style="list-style-type: none">• Researcher requests funding for their project – make sure that the budget table is filled out correctly!• Guidance: Horizon Europe MSCA - How to apply - European Commission (europa.eu), “Most Common Mistakes in MSCA PF Proposal Submission”	<ul style="list-style-type: none">• Related publications, research projects and infrastructure• Gender Equality Plan: for all public bodies, higher education institutions, and research organisations• Ethics Self-Assessment: guidance is available online

Part A (Administrative Forms)

- ❖ Many fields will be pre-populated using information from both PIC and EU Log-ins.
- ❖ All other fields to be completed and saved in the online form.

Navigation Tool

< Exit form

Table of contents

General Information >

Table of contents

Validate form

Save form

Save & exit form

Application forms

Call: HORIZON-MSCA-2023-PF-01
(MSCA Postdoctoral Fellowships 2023)

Topic: HORIZON-MSCA-2023-PF-01-01

Type of Action: HORIZON-TMA-MSCA-PF-GF
(HORIZON TMA MSCA Postdoctoral Fellowships - Global Fellowships)

Proposal number: SEP-210957760

Proposal acronym: Test GF

Type of Model Grant Agreement: HORIZON Unit Grant

Table of contents

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Ethics and security	Show
5	Other questions	Show

Sections to be completed

Guidance

How to fill in the forms

The form must be filled in for each proposal using the templates available in the submission system. Some data fields in the form are pre-filled based on the steps in the submission wizard.



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Read more

Participants and Contacts

These sections do not need to be completed

Beneficiaries and Associated Partners **DO NOT** need to fill in:

- The information about the researchers involved
 - The role of participating organisation in the project
 - The list of up to five publications
 - The list of relevant previous projects
 - The list of significant infrastructure

❖ **This information however will need to be described in the relevant sections of parts B1 and B2**



Budget Table

Horizon Europe MSCA - How to apply - European Commission (europa.eu),
“Most Common Mistakes in MSCA PF Proposal Submission”

< Participants & contacts

Budget

Ethics >

Table of contents

Validate form

Save form

Save & exit form

Application forms

Proposal ID SEP-211053804

Acronym Test_msca_pf_anne

3 - Budget

Funding based fully on unit costs, multiplied by requested person months
– see session 1

Is the Researcher eligible for family allowance?*

Yes

No

Duration of fellowship *	Country in which fellowship will take place
21	United Kingdom

	Country Coefficient	Number of Months	Contributions for recruited researchers			Institutional contributions		Total
			Living Allowance	Mobility Allowance	Family Allowance	Research, training and networking costs	Management and indirect costs	
Fellowship	1.417	21	178244.43	14910.00	13860.00	21000.00	13650.00	241664.43
Total			178244.43	14910.00	13860.00	21000.00	13650.00	241664.43

Funding for secondments and short stays already included.

- If the fellow is eligible for family allowance at the call deadline, then click “yes”
- Family allowance can be requested, if and when the need arises, during project implementation.

Budget Table

Horizon Europe MSCA - How to apply - European Commission (europa.eu),
“Most Common Mistakes in MSCA PF Proposal Submission”

< Participants & contacts

Budget

Ethics >

Table of contents

Validate form

Save form

Save & exit form

Application forms

Proposal ID SEP-210854238

Acronym ABC

3 - Budget

Is the Researcher eligible for family allowance?*

Yes No

Correct family status

Duration of outgoing phase	Country in which outgoing phase will take place	Associated Partner
24	United States	OFFICE FOR SPONSORED PROGRAMS

This should be a **TC**

Country in which return phase will take place
Belgium

This should be a **MS/HE AC**

Placement duration (1 to 6 months)	Country in which placement will take place	Associated Partner
	France	Microsoft Research & Development France

This should be a **MS/HE AC**

	Country Coefficient	Number of Months	Contributions for recruited researchers			Institutional contributions		Total
			Living Allowance	Mobility Allowance	Family Allowance	Research, training and networking costs	Management and indirect costs	
Outgoing phase	1.023	24	124724.15	14400.00	15840.00	24000.00	15600.00	194564.15
Return phase	1	12	60960.00	7200.00	7920.00	12000.00	7800.00	95880.00
Placement in non-academic sector	1	4	20320.00	2400.00	2640.00	4000.00	2600.00	31960.00
Total			206004.15	24000.00	26400.00	40000.00	26000.00	322404.15

Non-academic placement

The Partner Organisation does not sign the Grant Agreement and does not directly claim costs from the action. The entire EU contribution is transferred to the Host organisation located in a Member State or Associated Country.



European
Commission

Ethics & Security questions - Section 4

UK applicants should answer 'yes' on questions about non-European activity

This will not affect eligibility.

Follow Horizon Europe guidance document:
['How to complete your ethics self-assessment'](#)

Answering 'yes' on certain questions may require a brief text response from the applicant.

Applicants may be requested to upload documents related to particular questions.

Page references to relevant sections of proposal for each issue if you answer 'Yes' (part B1 and B2)

Application forms		Table Of Contents	Validate Form	Save	Save&Close
Proposal ID	SEP-210732071				
Acronym	FAD				
4 - Ethics & security					
Ethics Issues Table					
1. Human Embryonic Stem Cells and Human Embryos					
Does this activity involve Human Embryonic Stem Cells (hESCs)? <input type="radio"/> Yes <input checked="" type="radio"/> No					
Does this activity involve the use of human embryos? <input type="radio"/> Yes <input checked="" type="radio"/> No					
2. Humans					
Does this activity involve human participants? <input type="radio"/> Yes <input checked="" type="radio"/> No					
Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants? <input type="radio"/> Yes <input checked="" type="radio"/> No					
Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014)? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products) <input type="radio"/> Yes <input checked="" type="radio"/> No					
3. Human Cells / Tissues (not covered by section 1)					
Does this activity involve the use of human cells or tissues? <input type="radio"/> Yes <input checked="" type="radio"/> No					
4. Personal Data					
Does this activity involve processing of personal data? <input type="radio"/> Yes <input checked="" type="radio"/> No					
Does this activity involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)? <input type="radio"/> Yes <input checked="" type="radio"/> No					
Is it planned to export personal data from the EU to non-EU countries? Specify the type of personal data and countries involved <input type="radio"/> Yes <input checked="" type="radio"/> No					
Is it planned to import personal data from non-EU countries into the EU or from a non-EU country to another non-EU country? Specify the type of personal data and countries involved <input type="radio"/> Yes <input checked="" type="radio"/> No					



Other Questions - Section 5

5 - Other questions

Information on the Researcher (future fellow)

1. Were you in the last 3 years in compulsory national service?

Yes No

2. Did you spend time, in the last 3 years, on procedures for obtaining refugee status (according to the 1951 Geneva Refugee Convention and the 1967 Protocol) in a Member State or Associated Country to Horizon Europe?

Yes No

3. Are you a national of a Member State or Associated Country?

Yes No

Country

Other Questions

4. Are the research and training activities proposed addressing topics related to nuclear sciences and technology, as outlined in the Guide for applicants for this call and the Euratom Research and Training Programme (ERTP)? **

Yes No

Answer "Yes" ONLY IF all three conditions below are fulfilled:

- The proposal's research area is covered by the ERTP
- The host organisation (and, if applicable, the Associated Partner for the additional Placement period) is/are established in a Member State or Associated Country to the ERTP
- The researcher is a national or a long-term resident of a Member State or Associated Country to the ERTP

5. For communication purposes only, the European Commission REA asks for permission to publish the name of the researcher (future fellow) should the proposal be retained for funding. Does the researcher (future fellow) give this permission?

Yes No

6. Some national and regional public research funding authorities run schemes to fund MSCA applicants that score highly in the MSCA evaluation but which cannot be funded by the MSCA due to their limited budget. In case this proposal could not be selected for funding by the MSCA, do the researcher and supervisor consent to the European Commission disclosing to such authorities the results of its evaluation (score and ranking range) together with their names and contact details, non-confidential proposal title and abstract, proposal acronym, and host organisation?

Yes No

3. Are you a national of a Member State or Associated Country?

Yes No

Are you a long term resident of a Member State or Associated Country?

Yes No

Period of legal and continuous residence within one or more EU Member States or Horizon 2020 Associated Countries:

Period from	Period to	Number of days	Member State / Associated Country	Name of the Institution	Add
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Remove"/>

Other Questions

• Global Fellowship - Long-term residence

Long-term residence means a period of legal and continuous residence within EU Member States or Horizon Europe associated countries of at least five consecutive years. Periods of absence from the territory of the EU Member State or Horizon Europe Associated Country will be taken into account for the calculation of this period where they are shorter than six consecutive months and do not exceed in total ten months within this period.

❖ **Send corresponding information as early as possible to your hosting institution as they will need this information in case of an audit (e.g. rental agreements, work contracts, payslips..)**

[Horizon Europe MSCA - How to apply - European Commission \(europa.eu\)](#), Guide for Applicants, p.5

How to encode secondments

- **Do not encode secondments as an Associated Partner (Section 1 – Participants)**
- Instead, include secondments in Table 5.1. and Table 5.2 in Part B2

5.1 Template table: *Overview of Participating Organisations*

Organisation role	PIC	Legal Entity Short Name	Academic organisation (Y/N)	Country	Name of Supervisor
Beneficiary					
Associated partner linked to a beneficiary (if applicable)					
Associated partner for outgoing phase (mandatory for GF)					
Associated partner for secondment (optional)					
Associated partner for non-academic placement (optional)					
Other:					

5.2 Template table: *Capacity of the Participating Organisations*

Choose one of: <input type="checkbox"/> Beneficiary (compulsory) <input type="checkbox"/> Associated partner linked to a beneficiary (if applicable) <input type="checkbox"/> Associated partner for outgoing phase (compulsory for GF only) <input checked="" type="checkbox"/> Associated partner for secondment (optional) <input type="checkbox"/> Associated partner for non-academic placement (optional)	
[Full name + Legal Entity Short Name + Country]	
General description	
Role and profile of supervisor	
Key research facilities, Infrastructure and Equipment	Demonstrate that the beneficiary has sufficient facilities and infrastructure to host and/or offer a suitable environment for training and transfer of knowledge to the recruited experienced researcher. If applicable, indicate the name of the associated partner linked to a beneficiary and describe the nature of the link in the corresponding table.
Previous and current involvement in EU-funded research and training programmes/actions/projects	Indicate up to 5 relevant EU, national or international research and training actions/projects in which the institution/department has previously participated and/or is currently participating.

Secondments Vs Non- Academic Sector Placement

	Secondment	Non-Academic Sector Placement
Part A Section 2 Participants	Do NOT encode the secondment organizations as a participating organisation.	The organization hosting the placement MUST be encoded as a participating organisation (= associated partner).
Part A Section 3 Budget	Do NOT encode (as no additional budget is allowed for secondments).	ADD the number of months requested for the non-academic placement as a separate line (up to 6 months are allowed).
Description in Part B-1	Secondments should be described in part B1 and the evaluators will assess their relevance and quality in the respective criterion. Secondments should be included in the Gantt chart.	Non-academic placements should be described in part B1 and the evaluators will assess their relevance and quality in the respective criterion. Non-academic placements should be included in the Gantt chart.
Description in Part B-2	Secondment hosts must be listed in Tables 5.1 and 5.2 within part B2 template as an associated partner	Non-academic placements hosts must be listed in Tables 5.1 and 5.2 within part B2 template as an associated partner.
Supporting Document in Part B-2	No Letter of commitment required.	No Letter of commitment required.



Submission Process

Part B – The project



Part B – download from the portal, address criteria, upload.

European Commission | Funding: Submission Service

Welcome Anne Nierobisch

Timeline: Login (green checkmark), Topic selection (green checkmark), Create proposal (pencil icon), Participants (empty circle), Proposal forms (empty circle), Submit (empty circle).

Create proposal

Deadline
11 September 2024 17:00:00 Brussels Local Time
121 days left until closure

Call data
Call: HORIZON-MSCA-2024-PF-01
Topic: [HORIZON-MSCA-2024-PF-01-01](#)
Type of action: HORIZON-TMA-MSCA-PF-EF
Type of MGA: HORIZON-AG-UN

Warning: Topic and type of action can only be changed by creating a new proposal.

Template for Part B
Must be uploaded as .pdf

Download Part B templates
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Service Desk:
EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu
+32 2 29 92222

Find your organisation

PIC i * Short name i * [Search](#)

Organisations you have been previously associated with. (Click to select)

PIC: 906446474
UKRI
POLARIS HOUSE NORTH STAR AVENUE
SWINDON,UK
VAT: GB287461957

Your role

Please indicate your role in this proposal *

Supervisor (Main contact person)
 Researcher
 Contact person

Your proposal

It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Part B

 European Commission | Funding: Submission Service

>Login 

Topic selection 

Create proposal

Deadline
11 September 2024 17:00:00 Brussels Local Time
121 days left until closure

Call data

Call: HORIZON-MSCA-2024-PF-01
Topic: HORIZON-MSCA-2024-PF-01-01
Type of action: HORIZON-TMA-MSCA-PF-EF
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⚠ Topic and type of action can only be changed by creating a new proposal.

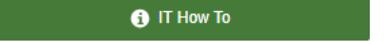
**Template for Part B
Must be uploaded as .pdf**

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Horizon Europe Programme

Standard Application Form

Marie Skłodowska-Curie Actions - Postdoctoral Fellowships (HE MSCA PF)

Project proposal – Technical description (Part B)

Version 3.1
28 March 2024

It will appear also in the "General information" section of the Application Form Part A and can also be updated

Call: HORIZON-MSCA-2024-PF-01: MSCA Postdoctoral Fellowships 2024

EU Grants: Application form (HE MSCA PF): V3.1 – 28.03.2024

----- Start of page count (max 10 pages) -----
[This document is tagged (see instructions). Do not delete the tags; they are needed for processing.] #@APP-FORM-HEMSCAPF#@

Part B-1

1. Excellence #@REL-EVA-RE#@

1.1 Quality and pertinence of the project's research and innovation objectives (and the extent to which they are ambitious, and go beyond the state-of-the-art) #@QUA-LIT-QL#@

At a minimum, address the following aspects:

- Describe the quality and pertinence of the R&I objectives; are the objectives measurable and verifiable? Are they realistically achievable?
- Describe how your project goes beyond the state-of-the-art, and the extent to which the proposed work is ambitious.

1.2 Soundness of the proposed methodology (including interdisciplinary approaches, consideration of the gender dimension and other diversity aspects if relevant for the research project, and the quality of open science practices)

At a minimum, address the following aspects:

- Overall methodology: Describe and explain the overall methodology, including the concepts, models and assumptions that underpin your work. Explain how this will enable you to deliver your project's objectives. Refer to any important challenges you may have identified in the chosen methodology and how you intend to overcome them.
- Integration of methods and disciplines to pursue the objectives: Explain how expertise and methods from different disciplines will be brought together and integrated in pursuit of your objectives. If you consider that an inter-disciplinary² approach is unnecessary in the context of the proposed work, please provide a justification.
- Gender dimension and other diversity aspects: Describe how the gender dimension and other diversity aspects are taken into account in the project's research and innovation content. If you do not consider such a gender dimension to be relevant in your project, please provide a justification.

⚠ Remember that this question relates to the content of the planned research and innovation activities, and not to gender balance in the teams in charge of carrying out the project.

⚠ Sex, gender and diversity analysis refers to biological characteristics and social/cultural factors respectively. For guidance on methods of sex / gender analysis and the issues to be taken into account, please refer to [this page](#).

⚠ If you plan to use, develop and/or deploy artificial intelligence (AI) based systems and/or techniques you must demonstrate their technical robustness. AI-based systems or techniques should be, or be developed to become:

² Interdisciplinarity means the integration of information, data, techniques, tools, perspectives, concepts or theories from two or more scientific disciplines.

Part B

- Complete ALL mandatory tables
- Use required sub-headings
 - Can also include additional subheading
- Deliverables should be divided into
 - Scientific deliverables and management, training, recruitment and dissemination deliverables
- Milestones
 - Control points in the action that help to chart progress and MAY be linked to deliverables

part B1 (document 1):

- Comprises the Start Page, Table of Contents, List of Participating Organisations and declarations tables
- Sections 1-3
- The maximum total length for this document is 10 pages
- Respect the instructions
- The Expert evaluators will disregard any excess pages above the 10 page limit

part B2 (document 2):

- Sections 4-9
- No overall page limit will be applied to this document
- Respect the instructions



Part B1- Follow the guidance provided in the call template

Strict page limits and formatting rules.

Any excess pages will be blanked out and not made available to reviewers.

Hence, any pages above the page limit will be “lost”.

The following formatting conditions apply:

- The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm (not including any footers or headers).
- The reference font for the body text of proposals is Times New Roman (Windows platforms), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions).
- The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypassing the page limit).

Part B - Page 3 of 17

Call: HORIZON-MSCA-2024-PF-01: MSCA Postdoctoral Fellowships 2024

EU Grants: Application form (HE MSCA PF): V3.1 – 28.03.2024

- The minimum font size allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used. This applies to the body text, including text in tables.
- Text elements other than the body text, such as headers, foot/end notes, captions, formulas, etc. may deviate, but must be legible and not be less than 8 points.

Formatting

*Except for the Gantt chart and footnotes (min. font size 8)

** Not including any footers or headers

Min font size 11*

All margins at least
15mm**

Reference font is Times
New Roman (Windows
platform), Times/Times
New Roman (Apple
platforms) or Nimbus
Roman No. 9 L (Linux
distributions)

Literature references
should be listed in
footnotes

The page formatting will be
systematically checked by
the REA

Information provided
through hyperlinks will be
disregarded

Tables should not be used
to circumvent min font size

Headers and page
numbers as specified

Save files using specified
format and naming
convention

Do not delete/move/alter
tags (used for internal
processing)

**Do not change the
headings – keep them as
they are in the call
template!**

Gantt chart is a visual
representation of data
rather than a table with
rows and columns size can
be font size 8

Common Submission Errors

- **Using the wrong font size**
- **Exceeding the page limits**
- Missing the Call deadline
- Confusing Secondments and Non-Academic Placements in the application form – please read [Horizon Europe MSCA - How to apply - European Commission \(europa.eu\)](#) “Common Mistakes in MSCA PF Submission”
- Not respecting eligibility requirements (e.g. PhD or max 8 years research experience)
- Requesting an ineligible Non-Academic Placement (including an academic host for the non-academic placement)
- **Missing Letter of Commitment (for Global Fellowship)**

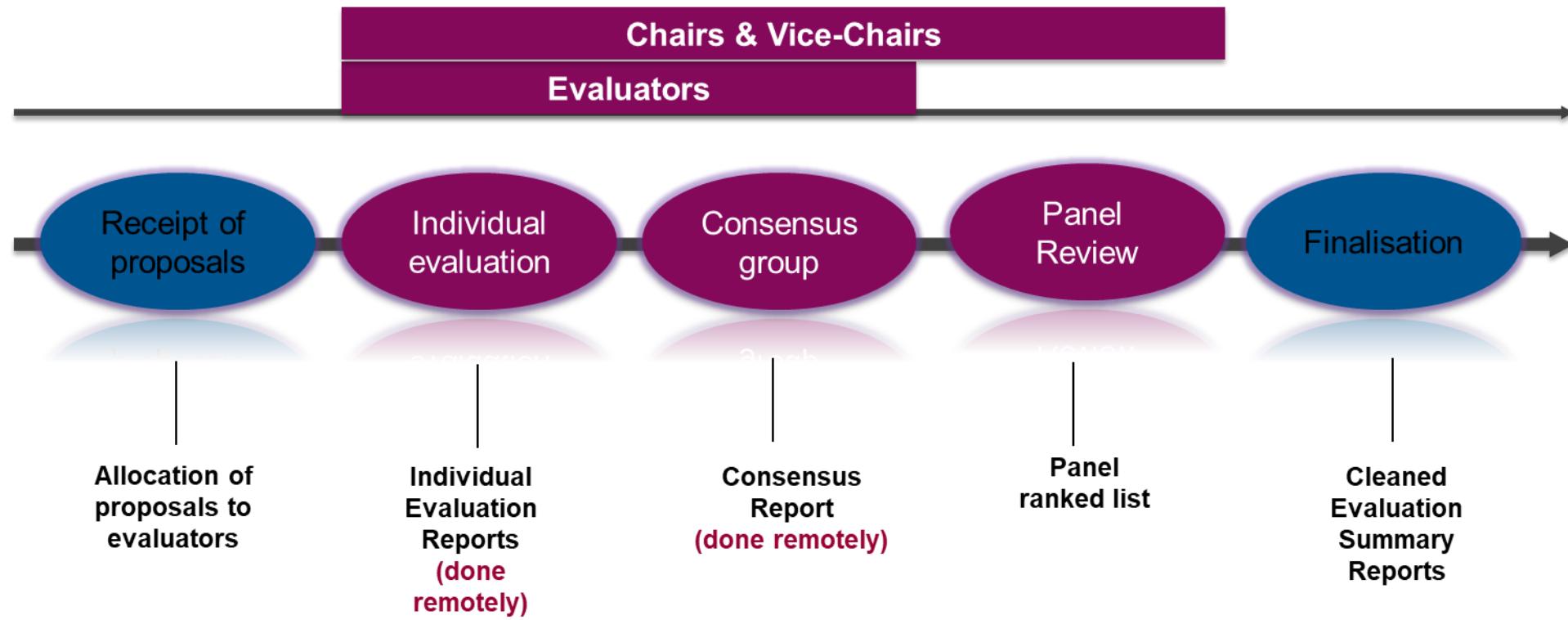


Evaluation Process

How does it work



Evaluation Workflow



- Automatic pre-allocation done by REA based on **MSCA specific key words**
- Vice-Chairs revise the pre-allocation of proposals to experts

Score Descriptors – Consensus Discussions

Excellent. The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

Very Good. The proposal addresses the criterion very well, but a small number of shortcomings are present.

Good. The proposal addresses the criterion well, but a number of shortcomings are present.

Fair. The proposal broadly addresses the criterion, but there are significant weaknesses.

Poor. The criterion is inadequately addressed, or there are serious inherent weaknesses.

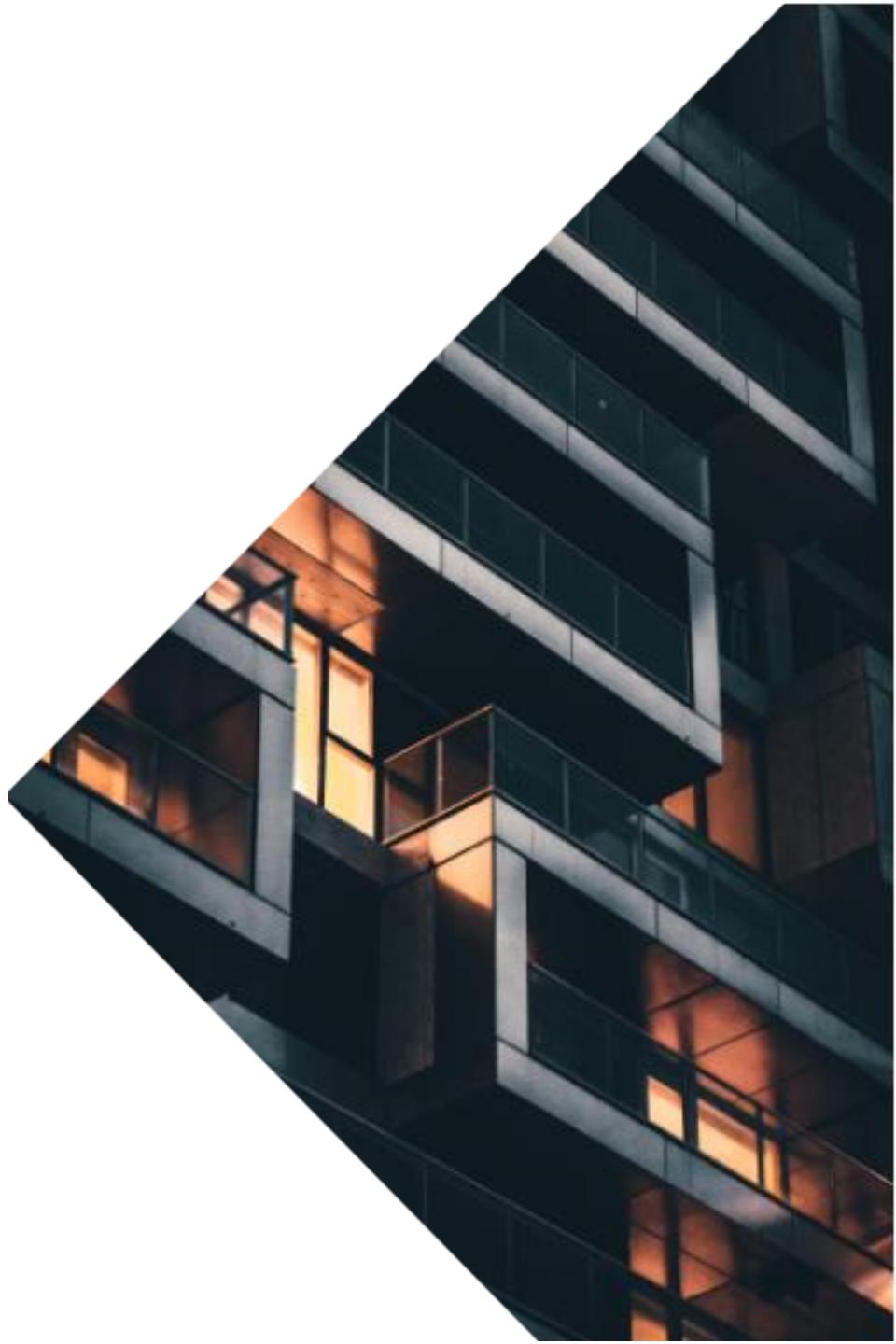
The proposal **fails** to address the criterion or cannot be assessed due to missing or incomplete information.



- **Involves an exchange on the basis of the 3 individual evaluations – Not just a simple averaging exercise**
- The aim is to **find agreement on comments** and **then the scores**
- **“Outlying” opinions** are explored
- **Additional evaluators** can be used if necessary

Expert Allocation

- **Allocation of proposals to experts using keywords and descriptors provided by applicants**
- Experts can reject allocation if not suitable expertise, Conflict of Interest, etc.
- Experienced expert nominated as Rapporteur
- Do not assign 3 experts from the same nationality to a proposal



Evaluation Process

- Each of the experts prepares an Individual Evaluation Report
- Rapporteur drafts **Consensus Report (CR) reflecting their comments**
- Once comments agreed, discuss and agree on score
- CR is reviewed by Vice-Chairs for consistency
- Final version becomes **Evaluation Summary Report (ESR) sent to the applicant**



Horizon Europe

Evaluation Form (HE MSCA)

Version 1.0
18 June 2021

Evaluation and scoring

Proposals funded in ranking order

Distribution of the indicative budget is proportional to the number of eligible proposals received in each panel

Highly competitive and need to score of 90-95+ depending on the panel

Final ranking lists approved by Panel Vice-Chairs

Same scores: prioritisation decided by panel, based on scores for award criteria (weighting above).

If needed further prioritisation based on criteria in line with the WP (e.g. gender balance of supervisors, involvement of non-academic sector, geographical spread, international co-operation, green charter etc.)



Resubmission Restrictions

Proposals involving the **same recruiting organisation** (and for Global Postdoctoral Fellowships also the associated partner hosting the outgoing phase) and **individual researcher** submitted for the MSCA Postdoctoral Fellowships 2023 call and **having received a score of less than 70%** must not be resubmitted.

All eligible resubmitted proposals will be evaluated independently of any previous evaluation(s).



Evaluation Criteria

How will the proposal be evaluated?



Evaluation Criteria

Excellence (50%)	Impact (30%)	Quality and efficiency of the implementation (20%)
Quality and pertinence of the project's research and innovation objectives (and the extent to which they are ambitious , and go beyond the state of the art)	Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development	Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages
Soundness of the proposed methodology (including interdisciplinary approaches, consideration of the gender dimension and other diversity aspects if relevant for the research project, and the quality of open science practices)	Suitability and quality of the measures to maximise expected outcomes and impacts , as set out in the dissemination and exploitation plan, including communication activities	Quality and capacity of the host institutions and participating organisations, including hosting arrangements
Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host	The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts	
Quality and appropriateness of the researcher's professional experience, competences and skills		

Evaluation Criteria

Excellence (50%)	Impact (30%)	Quality and efficiency of the implementation (20%)
Quality and pertinence of the project's research and innovation objectives (and the extent to which they are ambitious , and go beyond the state of the art)	Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development	Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages
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Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host	The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts	
Quality and appropriateness of the researcher's professional experience, competences and skills	<p>Criteria correspond to sections in the call template Part B1 – applicants need to address all of these.</p> <p>Use the MSCA PF Handbook!</p> <p>*Caveat: Handbook for previous call - Updated version available in Summer. <u>Includes evaluator's feedback for each section.</u></p>	

Proposal Development

Points to Consider



Evaluation Criteria

Excellence (50%)	Impact (30%)	Quality and efficiency of the implementation (20%)
Quality and pertinence of the project's research and innovation objectives (and the extent to which they are ambitious , and go beyond the state of the art)	Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development	Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages
Soundness of the proposed methodology (including interdisciplinary approaches, consideration of the gender dimension and other diversity aspects if relevant for the research project, and the quality of open science practices)	Suitability and quality of the measures to maximise expected outcomes and impacts , as set out in the dissemination and exploitation plan, including communication activities	Quality and capacity of the host institutions and participating organisations, including hosting arrangements
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Quality and appropriateness of the researcher's professional experience, competences and skills	<p>Criteria correspond to sections in the call template Part B1 – applicants need to address all of these.</p> <p>Use the MSCA PF Handbook!</p> <p>*Caveat: Handbook for previous call - Updated version available in Summer. <u>Includes evaluator's feedback for each section.</u></p>	

Section 1 Excellence

Quality and pertinence of the project's research and innovation objectives

- **State the research/technical problem/knowledge/specific skills gap your PF project will address and how**
- Use diagrams, tables, figures as appropriate to clarify any point
- Have clear objectives, link to methodology
- **Highlight originality and innovativeness**
- **Training through research**

Soundness of the proposed methodology

- **Describe and explain the overall methodology** (links to objectives)
- Explain approaches to complying with open science requirements and gender
- Explain data management plans
- Highlight inter/multi-disciplinary elements
- If using AI - provide explanations on the technical robustness of the proposed system

Section 1 Excellence

Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host

- **Qualifications of supervisor(s)** (Numbers of previously supervised fellows, of post-docs mentored etc)
- If you are **having a co-supervisor/mentor, shortly explain their added value**
- If applicable, explain the value of the supervisor during the secondments, non-academic placement and during outgoing phase of the Global Fellowship
- Mention **career development plan**
- **Explain complementarity between your profile, the one of your supervisor and the expertise of your host organisation**
- **Clearly detail transfer of knowledge activities**
- Reference European Charter for Researchers and the MSCA guidelines for supervision

Quality and appropriateness of the researcher's professional experience, competences and skills

- Explain how you **have the necessary skills and expertise to undertake the project**
- Choose the key highlights from your CV to help illustrate your points

Evaluation Criteria

Excellence (50%)	Impact (30%)	Quality and efficiency of the implementation (20%)
Quality and pertinence of the project's research and innovation objectives (and the extent to which they are ambitious , and go beyond the state of the art)	Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development	Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages
Soundness of the proposed methodology (including interdisciplinary approaches, consideration of the gender dimension and other diversity aspects if relevant for the research project, and the quality of open science practices)	Suitability and quality of the measures to maximise expected outcomes and impacts , as set out in the dissemination and exploitation plan, including communication activities	Quality and capacity of the host institutions and participating organisations, including hosting arrangements
Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host	The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts	

Criteria correspond to sections in the call template Part B1 – applicants need to address all of these.

Use the [MSCA PF Handbook](#)!

*Caveat: Handbook for previous call - Updated version available in Summer.

Includes evaluator's feedback for each section.

Section 2 Impact

Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development

- Explain the impact of the research and training on the Fellows' careers
- Link research training, transferable skill development and exposure to different sectors
- Explain why the skills & experiences acquired during the fellowship would benefit future employers and contribute to better quality research and innovation
- Think about how the research programme fits into higher level EU policies: European Charter for Researchers, European Code of Conduct for Research Integrity, MSCA Guidelines for Supervision

Suitability and quality of the measures to maximise expected outcomes and impact

- Horizon Europe obligations to make publications and research data open access
- How will the results be disseminated, which repositories, etc.?
- Data Management Plan
- **Plans for Exploitation of results and intellectual property**
- Think how, what form of protection, when?
- [IPR Helpdesk for MSCA Fact Sheet](#)
- Describe the dissemination, exploitation and communication measures that are planned, the target group
- **Detail the project's plans for communication of research findings**
- **Does the project have communication and public engagement strategy? – hint, they probably should!**
- Who are the appropriate audiences for these activities?
- What are the appropriate means for these activities?
- [Communicating EU R&I Guidance for Project Participants](#)

Section 2 Impact

The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts

- **Explaining how the project's results are expected to make a difference in terms of impact, beyond the immediate scope and duration of the project**
- **Scientific, Economic and Society impact (as appropriate)**
- Link to key regions, national and international including EU policy priorities
- What will the impact be during the life time and immediately following the completion of the project?
- Links to dissemination, communication, and exploitation

Evaluation Criteria

Excellence (50%)	Impact (30%)	Quality and efficiency of the implementation (20%)
Quality and pertinence of the project's research and innovation objectives (and the extent to which they are ambitious , and go beyond the state of the art)	Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development	Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages
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Criteria correspond to sections in the call template Part B1 – applicants need to address all of these.

Use the [MSCA PF Handbook](#)!

*Caveat: Handbook for previous call - Updated version available in Summer.
Includes evaluator's feedback for each section.

Section 3 Implementation

Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages

- **Clear, Concise, Achievable Work Packages**
- **Research, Management, Training, Dissemination and Communication**
- List of major deliverables and major milestones
- **Risk assessment and mitigation**
- Work Packages should reflect the research objectives
- Number of deliverables must be reasonable – scientific, management, training, recruitment, dissemination

Quality and capacity of the host institutions and participating organisations, including hosting arrangements

- Detail the hosting arrangements (including those for GF, secondments and Non-academic placement if relevant)
- **Explain clearly how you will be integrated into this research group(s)/environment and the wider host institution(s)**
- **Explain the appropriateness of the infrastructure and capacity of each participating organisation against project needs**
- Explain that you will have **access to research/technical infrastructure**
- Include any support from HR services and other organisational support services (finance, EU research teams etc)
- If your host organisation has an associated partner linked to them where you will spend some part of the research briefly describe the nature of the association or affiliation and the role of this organisation in your fellowship and the research project.

Discuss capacity of all participating institutions.

- Get in contact with all project partners as early as possible.

5.1 Template table: *Overview of Participating Organisations*

Organisation role	PIC	Legal Entity Short Name	Academic organisation (Y/N)	Country	Name of Supervisor
Beneficiary					
Associated partner linked to a beneficiary (if applicable)					
Associated partner for outgoing phase (mandatory for GF)					
Associated partner for secondment (optional)					
Associated partner for non-academic placement (optional)					
Other:					

5.2 Template table: *Capacity of the Participating Organisations*

Choose one of: <input type="checkbox"/> Beneficiary (compulsory) <input type="checkbox"/> Associated partner linked to a beneficiary (if applicable) <input type="checkbox"/> Associated partner for outgoing phase (compulsory for GF only) <input checked="" type="checkbox"/> Associated partner for secondment (optional) <input type="checkbox"/> Associated partner for non-academic placement (optional)	
[Full name + Legal Entity Short Name + Country]	
General description	
Role and profile of supervisor	
Key research facilities, Infrastructure and Equipment	Demonstrate that the beneficiary has sufficient facilities and infrastructure to host and/or offer a suitable environment for training and transfer of knowledge to the recruited experienced researcher. If applicable, indicate the name of the associated partner linked to a beneficiary and describe the nature of the link in the corresponding table.
Previous and current involvement in EU-funded research and training programmes/actions/projects	Indicate up to 5 relevant EU, national or international research and training actions/projects in which the institution/department has previously participated and/or is currently participating.

Section 4 CV

Track record is evaluated against other researchers in your career stage, discipline and sector

Follow the template

Use a **narrative approach to explain elements of your CV**, keeping in mind the evaluation criteria

Add additional headings if required

Include all your areas of experience (e.g., teaching, reviewing, consultancy, intersectoral experience, supervision, event organisation, public outreach etc.).

Will also be considered by the evaluators in relation to Section 1.4 of Part B1

If you are not the first or lead author on publications, briefly explain your contribution



UK Research Office
Brussels

Part B2 (no overall page limit applied)

4. CV of the researcher (indicative length: 5 pages)

Any information provided in Parts A and B of the proposal should be fully consistent. Always mention full dates (using format: dd/mm/yyyy). The CV should include the standard academic and research record. Any research career gaps and/or unconventional paths should be clearly explained.

At a minimum, the CV should contain:

- a) The name of the researcher;
- b) Professional experience (most recent first, with exact dates in format dd/mm/yyyy);
- c) Education, including PhD award date (most recent first, with exact dates in format: dd/mm/yyyy).

The CV should include information on:

- Publications in peer-reviewed scientific journals, peer-reviewed conference proceedings, and/or monographs (they are expected to be open access either published or through repositories) and other outputs such as data, software, algorithms significant for your research path (they are expected to be open access in appropriate repositories to the extent possible; they should be accompanied by a very short qualitative assessment of their scientific significance and not by the Journal Impact Factor);
- Invited presentations to internationally established conferences and/or international advanced schools;
- Organisation of international conferences, including membership in the steering and/or programme committee;
- Research expeditions led by the researcher;
- Granted patent(s);
- Examples of participation in industrial innovation;
- Prizes and Awards;
- Funding received so far;
- Supervising and mentoring activities;
- Other items of interest.

Applicants who have successfully defended their doctoral thesis *before* the call deadline but who have not yet formally been awarded the doctoral degree must clearly indicate the date of the successful PhD defence ("viva"). Researchers having their last thesis defence *after* the call deadline will be automatically declared ineligible for this call.

³ See the definitions section of the MSCA Work Programme for further information.

Section 9. Letters of Commitment

Requirement for partner organisations in a third country hosting the outgoing phase of a Global Fellowship

The letter must be up-to-date and on headed paper

It should confirm real and active participation in the proposed action

Guidelines on the Letter can be found in Part B2 of the call template.

They can take time to get signed



**Failure to include a letter of commitment
when required will make the proposal
ineligible**



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Brussels



Evaluators comments

Examples from ESR



Evaluator Comments – some key thoughts

Strengths	Weaknesses
<ul style="list-style-type: none">The proposed methodology and approaches are, overall, credibleThere is clear complementarity between the researcher and the supervisorshosting arrangements would ensure a good integration of the researcher within the host and partner institutionsQualifications and supervision experience of the supervisors are well evident.The researcher has relevant professional expertiseThe planned research and training activities will have a positive impact on the future long-term career prospects of the researcherThe proposal outlines well the plans to engage with the broader publicThe person months are generally realistic within the proposalThe proposal includes a suitable risk management plan and identifies contingency plansThe proposal clearly presents the good support services provided by the host institution	<ul style="list-style-type: none">The Gantt chart is a weak representation of the work plan as it is not sufficiently detailedGender aspects of the research approach are not convincingly demonstrated. The information provided regarding gender issues does not refer to clear provisions translated into concrete measures.The exploitation measures are partially insufficiently described in the proposalThe progress monitoring mechanisms are not comprehensively elaboratedThe proposal does not adequately present the new knowledge that the researcher would acquire in terms of research skillsThe proposal insufficiently describes the integration of the researcher into the host institution and its international networkThe proposal does not provide sufficient detail of the second secondment institution and the necessary hosting arrangementsThe active contribution by the host institution to the proposed research is insufficiently discussed within the proposalThe plan to publish several papers in high-ranking journals at the end of the fellowship is optimistic, but likely not realistic.

Proposal Advice

Key points

- Read all call documentation and the evaluation criteria
- Consider any relevant EU policy documents
- Make it easy for the evaluators to find the information
- Evaluators will be experts, but not necessarily in your exact area
- Use clear and concise language
- Explain country/research area specific jargon
- Include diagrams, images, tables if appropriate
- Set clear expectations
- Research previous and current projects
- Find colleagues to proof read drafts with the evaluation criteria
- The proposal will take time to write



The 2024 Call Timeline

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2024-pf-01-01>

Action	Date
Invitation to submit proposal	23 April 2024
Deadline for submission	11 September 2024 (17:00 Brussels Time)
Evaluation of proposals	October - December 2024
Information on outcome of evaluations	February/March 2025
Indicative date for signing the grant agreement	April – May 2025
Prospective start date	May 2025 - September 2026

Submit Early, Submit Often!

Commission collects proposals at the deadline



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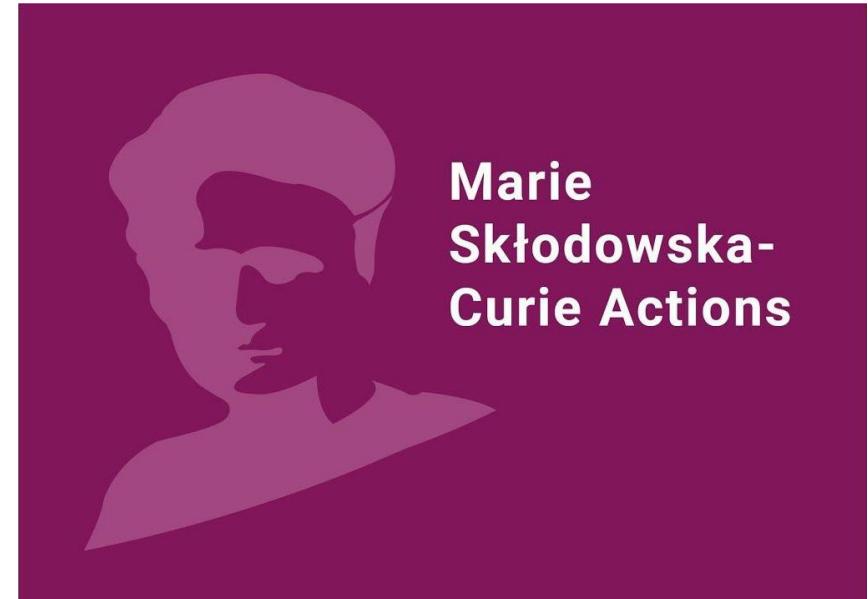
2024 MSCA PF Scheme

MSCA Postdoctoral Fellowships 2024 (EU Funding & Tenders Portal (europa.eu))

- Opening date: 23/4/2024 | Closing date: 11/9/2024 (5pm CET)
- All documentation necessary for a successful application is available on the call webpage
- ***Resubmission restrictions apply for applications receiving a score below 70%***
- Read the information on the ‘How to Apply’ website: https://rea.ec.europa.eu/funding-and-grants/horizon-europe-marie-skłodowska-curie-actions/horizon-europe-msca-how-apply_en#ecl-inpage-293
- Read the MSCA Work Programme for detailed information on the 2024 MSCA PF Call: [wp-2-msca-actions_horizon-2023-2025_en.pdf \(europa.eu\)](wp-2-msca-actions_horizon-2023-2025_en.pdf (europa.eu))
- Follow the MSCA NET Project <https://msca-net.eu/>
 - Open Science Policy Brief: [Task-3.6-Open_science_Brief.pdf \(msca-net.eu\)](Task-3.6-Open_science_Brief.pdf (msca-net.eu))
 - Gender Brief:



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Marie
Skłodowska-
Curie Actions

Gender/ Diversity



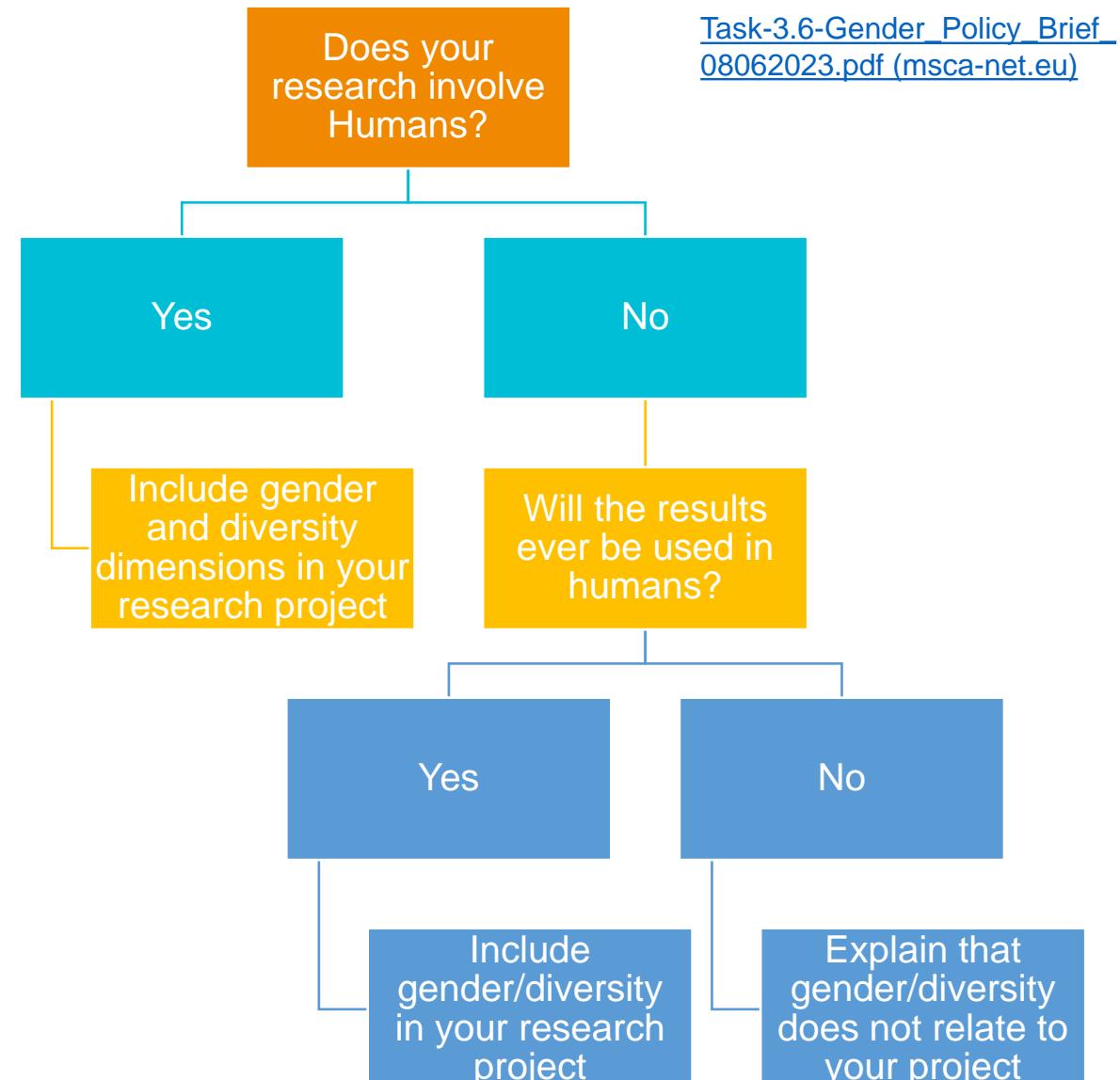
Gender and Diversity Dimensions in your proposal

It could be considered that some research topics/projects have no or limited gender dimension

Need to be explicate in the proposal – don't just leave it out

Think about the other elements, such as :

- communication, dissemination and exploitation?
- training?
- Impact?



Gender and Diversity Dimensions in your proposal

➤ *Read the Handbook*

*Caveat: for previous Call
Updated version
available in Summer.

➤ *Work closely with your Supervisor and Research Office – do not leave this until the end!*

The screenshot shows a PDF page from the URL https://msca-net.eu/wp-content/uploads/2023/06/MSCA_PF2023_handbook_final.pdf. The page number is 17 of 44. The content discusses the 'Gender dimension and other diversity aspects' and provides guidance on how to describe it in research proposals. It includes a warning about the difference between gender dimension and gender balance, and a note about sex, gender, and diversity analysis. A section titled 'Handbook' is visible on the left side of the page.

- *Gender dimension and other diversity aspects:* Describe how the gender dimension and other diversity aspects are taken into account in the project's research and innovation content. If you do not consider such a gender dimension to be relevant in your project, please provide a justification.
 - ⚠ Remember that this question relates to the content of the planned research and innovation activities, and not to gender balance in the teams in charge of carrying out the project.
 - ⚠ Sex, gender and diversity analysis refers to biological characteristics and social/cultural factors respectively. For guidance on methods of sex / gender analysis and the issues to be taken into account, please refer to [this page](#).
- In other words, you should take into account biological characteristics (sex) and social/cultural features (gender) in your research. You are encouraged to use gender inclusive language and not to think about gender in binary categories, as sexual orientation and gender identity are important. Ask yourself the following questions:
 - Are sex/gender norms embedded in the concepts, theories and models used by your research field? If so, how do these gender norms/assumptions influence the research area?
 - How do gender and interconnected social categorizations, such as race, class etc. shape your research question and desired outcomes?
 - Does the chosen methodology(ies) ensure that sex/gender, and other connected social characterizations, are considered and investigated?
Does the methodology ensure that (possible) gender differences will be investigated: that sex/gender differentiated data will be collected and analysed throughout the research cycle? Are questionnaires, surveys, focus groups, etc. designed to unravel potentially relevant sex and/or gender differences in your data? Are the groups involved in the project (e.g., samples, testing groups) gender-balanced?
 - Have you explained the project's approach to gender and intersectionality throughout the research life cycle?

Ethics



Ethics Principles

- Ask yourself: are there ethical concerns related to my research? Outline these considerations in your proposal.
- If needed, you will need to detail how you:
 - Minimise harm and maximize benefit
 - Ensure that research is conducted respecting human dignity and integrity and ethical principles
 - Ensure honesty and transparency towards research subjects;
 - Protect vulnerable persons;
 - Ensure privacy and confidentiality.



Maximise animal welfare – <u>The 3 R's in animal research</u>	
Replacement	Methods which avoid or replace the use of animals
Reduction	Methods which minimise the number of animals used per experiment
Refinement	Methods which minimise animal suffering and improve welfare

Ethics considerations for your proposal

❖ Ethics considerations for the proposal – part of B2 (no page limit)

❖ If you do not have any ethical concerns, you should still state that the proposal does not pose any ethical risks.

6. Additional ethics information

Insert here text for your proposal

(NB: Only if you have additional information that could not be included in the **ethics self-assessment**)

6. Additional ethics information

Additional information that could not be included in Part A of the proposal (if needed).

- If you entered one or more ethical issue/s in the ethical issues table in part A of the proposal, then you must also submit an ethics self-assessment field in part A. You can consult EU guide on [How to complete your ethics self-assessment](#)
- Read research, risk-benefit analyses and ethical issues: [A Guidance Document for Researchers Complying with Requests from the European Commission Ethics Reviews](#)
- If no ethics issues are associated with your project, then you should still use this heading and state that the proposal does not pose any ethics issues.
- More information on ethics issues in Horizon Europe is available in:
- [REGULATION \(EU\) 2021/695](#) - articles 18. and 19.
- [Work Programme 2023-2024 – General Annexes](#) – Ethics part starts on page 13.



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Handbook

Caveat: Version for previous Call

Open Access
Communication
Dissemination
Exploitation



Open Access

Encouraging uptake of Open Science Practices through funding

Enhance researcher skills in Open Science and support reward systems

Open access to scientific publications as well as to data

Immediate open access via repository at the latest upon publication under open licence

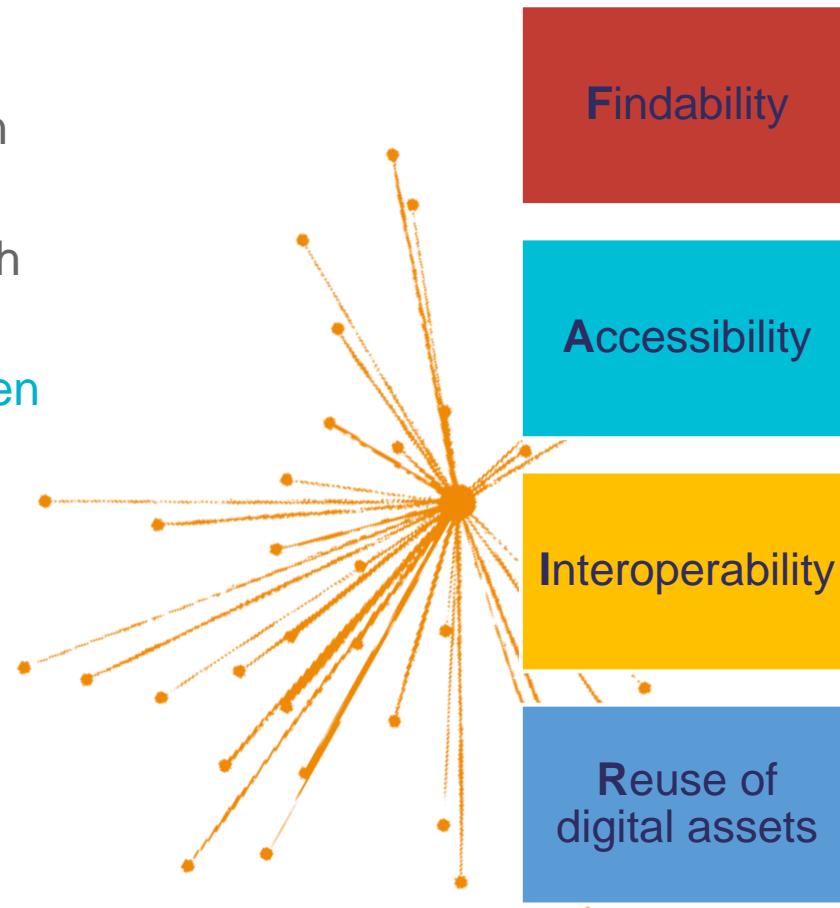
All research data must be managed in line with [FAIR principles](#), with data management plan as a standard deliverable

Open access to research data via repository under principle '**as open as possible, as closed as necessary**'

The use of and quality of open science practises is evaluated as part of your proposal.



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FAIR Principles - GO FAIR (go-fair.org)

Open Access

[Task-3.6-Open_science_Brief.pdf \(msca-net.eu\)](#)

➤ *Read the [Handbook](#)*

*Caveat: for previous Call
Updated version
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➤ *Work closely with your
Supervisor and Research
Office – do not leave this
until the end!*

- You should aim to adopt an open science approach which follows the principle of “**as open as possible and as closed as necessary**”, remaining “open” in order to foster the accessibility and reusability and to accelerate research, but at the same time information should be “closed” if necessary e.g., to safeguard the privacy of the subjects (protection of private data), protecting results that can reasonably be expected to be commercially or industrially exploited, keeping confidentiality in connection with security issues.
- As a general rule, open access (OA) to other research outputs such as software, models, algorithms, workflows, protocols, simulations, electronic notebooks and others is not required but strongly recommended. Access to ‘physical’ results like cell lines, bio specimens, compounds, materials, etc. is also strongly encouraged.

³ Article 17 of [Unit Model Grant Agreement](#) (Communication, dissemination, open science and visibility)

⁴ For more information on how to address Open Science in project proposal, you can consult [OpenAIRE Guides for Researchers Open Science in Horizon Europe proposal](#).

[Handbook](#)

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The use of and quality of open science practises is evaluated as part of your proposal.

Dissemination, Exploitation and Communication

What do you do with your results...

Dissemination

Promotion and raising awareness of project results

Exploitation

Using the results, such as for commercial purposes or in public policymaking

Communication

Making your research activities known to society throughout project life span – Public Engagement

[Communication, Dissemination and Exploitation-2021.pdf \(europa.eu\)](#)

Addressing D,E & C

	Objective	Focus	Target Audience
Communication	Researching out to society Demonstrating impact and benefits	Informing about and promoting the project and the results/successes	Multiple audiences
Dissemination	Transfer of knowledge and results Aim to enable others to use and take up results	Ensure results are available and able to be used by others	Those that are interested in the potential use of the results
Exploitation	Use of project results through scientific, economical, political or societal exploitations Turn R&I actions into concrete value and impact for society	Make concrete use of results	People/organisations, including project partners that can make concrete use of the results User groups



Addressing D,E & C

- *Read the [Handbook](#)*
**Caveat: for previous Call
Updated version
available in Summer.*
- *Think about the activities
you would like to undertake
as part of your project
- Career development?*
- *Work closely with your
Supervisor and Research
Office – do not leave this
until the end!*

Communication and public engagement	Dissemination and exploitation
<ul style="list-style-type: none">• About the project and results.• Starts at the beginning of the project.• Multiple audiences.• Inform and reach out to society, show the benefits of research.• General media, social media, different type of events, popular science publications.	<ul style="list-style-type: none">• About results only.• When results are available and after the end of the project.• Potential professionals that may use the results in their own work.• Enable use and uptake of results.• Publications, conference presentations, patents, policy papers, etc.

Dissemination activities:

- Detail the **dissemination activities** you will use. Examples include conferences, industry events, journal publications, workshops, social media, tradeshows, book chapters, etc.
- Describe the target audiences and what the main messages are for those audiences. Who will be interested in the results described and why (the benefit)? For example:
 - Industry (give examples of who could use the results for further development),
 - Research fields (give examples),

⁸ In case your proposal is selected for funding, a more detailed Dissemination and Exploitation plan will need to be provided as a mandatory project deliverable during project implementation.

Addressing D,E & C

- *Read the [Handbook](#)*
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Communication activities:

- For the **communication activities**, first describe the target audiences for communication of project activities. These should be non-expert audiences e.g.:
 - University students
 - Primary/ secondary schools
 - End users (e.g., patients, older adults, young people)
 - Media (editors, journalists etc.)
 - Community groups, charities
 - MSCA and Citizens (European Researchers' Night and Researchers at school) attendees
 - General public
- What are the key messages you wish to communicate to the different audiences?
- How does the action's research relate to our everyday lives?
- Why does the target audience need to know about the action (encourage a career in research, increase the gender balance in certain areas, etc.)?

[Handbook](#)



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Thank you

Questions?



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